

APPROVED
Grand County Public Library
Minutes for the Regular Board of Directors Meeting
January 12, 2023 5:30 pm
Board Room, Grand County Public Library

In attendance for the January 12, 2023 Grand County Public Library Board meeting held in the Board Room at the Grand County Public Library, were as follows: Jenna Woodbury, Didar Charles, Rose List, and Rachel Stenta. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Assistant Director (minutes). Alanna Simmons-Cameron and Trish Hedin were absent.

Jenna called the meeting to order at 5:32 p.m.

Approval of the minutes for the November 10, 2022 meeting was discussed. Didar made a motion to approve the minutes as presented. Rachel seconded the motion and it passed unanimously.

The library bills were passed around for review.

There were no Citizens to be Heard.

Carrie delivered a Director's Report to the Board. At their first meeting of the year the Grand County Commission re-appointed Trish to serve as the Library Board's Commission Representative. Statistics from 2022 show that the library had record breaking use of both meeting room space and e-materials. The Safe Outdoor Living Shed, a partnership with the Grand County Local Homeless Council, also proved to be an impactful service in 2022.

An internal candidate has been promoted to fill the Castle Valley Library Assistant position. In-person library service is currently offered in Castle Valley on Tuesdays, Thursdays, and Fridays. The library anticipates expanding in-person service in Castle Valley once the town reliably keeps the community building open to the public.

Plans to open a new library teen center will be slightly delayed as the Community Resource Center is overhauling the facility's HVAC system. Recent removal of a pay phone unit from the Moab library building revealed some damage to the library's exterior wall. The Grand County Maintenance Department is planning to patch it.

Carrie concluded the Director's Report with a review of upcoming programs including story times, youth clubs, author events, and films.

The Board moved on to Old Business. The first item on the agenda under Old Business was Review and Consideration of Approval of Revised Grand County Public Library Board Bylaws. Jenna made a motion to recommend the revised Bylaws to the Grand County Commission as presented. Didar seconded the motion and it passed unanimously.

The second item on the agenda under Old Business was Review and Consideration of Reapproval of the Grand County Public Library Policy for Board Meeting Minutes. Jenna made a motion to approve the policy as presented. Rachel seconded the motion and it passed unanimously.

The third item on the agenda under Old Business was Review Grand County Public Library Mission Statement and Library Roles. Carrie noted that the January meeting offers a good opportunity for the Board to review and consider the library's stated Mission and Roles. She also shared that the library needs to update its Strategic Plan this year. Discussion followed.

The fourth item on the agenda under Old Business was 2022 Budget Update and 2023 Budget Discussion. Final 2022 budget numbers will be available after an audit in April 2023. A conservative estimate shows 2022 library revenue at approximately \$1,130,000 and expenditure at approximately \$1,261,000. As a result, the library expects to draw approximately \$130,000 from the fund surplus to balance the 2022 budget. This will bring the library's total fund surplus to approximately \$677,500.

The 2023 library budget was approved as presented to the County Commission. It included an 8.7% COLA increase, teen center rent, and funding for mobile hotspots. Budgeted revenue for 2023 is approximately \$1,168,000 and budgeted expense is approximately \$1,411,000. The 2023 budget is expected to require a contribution from the fund surplus of \$243,000. A tax rate increase will be necessary soon. Discussion followed.

The Board moved on to New Business. The first item on the agenda under New Business was Election of Board Officers. Rose made a motion to nominate Jenna for the position of Library Board Chair and Didar for the position of Vice Chair. Didar seconded the motion and it passed unanimously. Jenna made a motion to appoint library staff member Meghan to continue serving as Secretary. Didar seconded the motion and it passed unanimously.

The second item under New Business was Discussion of Applicants and Recommendation of a Candidate to the Grand County Commission for Appointment to the Library Board. Two people applied to fill the Board's single vacancy for a regular member. Jenna interviewed both applicants prior to the meeting and discussed them with the Board. Based on her extensive background working in libraries, Jenna made a motion to recommend Michele Widera to the Grand County Commission for appointment to the Library Board. Didar seconded the motion and it passed unanimously.

The third item under New Business was Review and Discussion of Grand County Disclosure Statement as Defined in Grand County Ordinance No. 593. Carrie explained to the Board that all Grand County employees, elected officials, and volunteers must disclose any conflicts of interest at the beginning of each year. Discussion followed.

The fourth item under New Business was Review and Discussion of Open and Public Meetings Act Training Requirement. Carrie reminded the Board that they must complete the OPMA training annually and provide their certificates of completion.

There was no Consent Agenda.

The Board moved on to Board Member Reports. Didar shared some thoughts on the library's wifi hotspot collection and its use in the community. Discussion followed.

There were no Future Agenda Items. A closed session was not needed. Jenna adjourned the meeting at 6:30 p.m.