

**Minutes of the Poudre River Public Library District  
Board of Trustees – Regular Meeting**

**November 11, 2019  
4 p.m.**

Old Town Library  
201 Peterson Street  
Fort Collins, CO

PRESIDENT:	Becki Schulz	556-9499
VICE PRESIDENT:	Fred Colby	858-414-5635
EXECUTIVE DIRECTOR:	David Slivken	221-6670
ADMINISTRATIVE SUPPORT:	Cynthia Langren	221-6694

**BOARD MEMBERS PRESENT:**

Valerie Arnold  
Fred Colby  
Matt Schild  
Becki Schulz  
Joe Wise

**BOARD MEMBERS ABSENT:**

Amanda Quijano

**DISTRICT STAFF PRESENT:**

Holly Bucks	Cynthia Langren
Kim Doran	Eileen McCluskey
Ken Draves	Currie Meyer
Ian Holmes	Sabrina Stromnes
Mark Huber	Johanna Ulloa
Angela James	Sabrina Stromnes
Matt James	Paula Watson-Lakamp

**OTHERS IN ATTENDANCE:**

Cam Richards, Legal Counsel

**I. CALL TO ORDER**

President Schulz called the meeting to order at 4:00 p.m. and declared a quorum of the board present.

**II. AGENDA REVIEW**

No changes.

### III. PUBLIC COMMENT

None.

### IV. APPROVAL OF MINUTES – October 14, 2019, Regular Meeting Minutes

*There was a motion by Vice President Colby to approve the minutes as presented. The motion was seconded by Trustee Schild, and it carried unanimously, 5 – 0.*

### V. REPORTS

#### a. Director's Report – *Slivken*

Executive Director Slivken verbally highlighted a couple of items included in the written report. The report was accepted as presented.

#### b. Financial Report – *Miller*

Finance Director Miller referred to the October report that she sent out last week and went over it verbally. The report was accepted as presented.

#### c. Legal Status Report – *Richards*

Mr. Richards had nothing to add to the written report and noted that approval of the bylaws is slated for the next regular board meeting, not this one. The legal report was accepted as presented.

### VI. UNFINISHED BUSINESS

#### a. Board Retreat, November 15 - *Schulz*

President Schulz reiterated that the retreat is on Friday from noon to 4. Lunch will be provided. All board members confirmed that they will be in attendance. Ms. Langren has posted a meeting notice and gave a copy to Mr. Richards.

#### b. Revised Human Resources Policies (Approval) – *Stromnes*

Ms. Stromnes asked if there were any questions or comments regarding the proposed revisions to the Human Resources Policies presented at the last board meeting. There were none.

*There was a motion by Vice President Colby to approve the HR policy revisions as presented. The motion was seconded by Trustee Schild and passed unanimously, 5 – 0.*

#### c. Amended 2020 Pay Plan Approval – *Stromnes*

Ms. Stromnes asked if there were any questions or comments regarding the proposed 2020 Pay Plan presented at the last board meeting. There were none.

*There was a motion by Vice President Colby to approve the 2020 Pay Plan. There was a second by Trustee Arnold and the motion carried unanimously, 5 – 0.*

## VII. NEW BUSINESS

- a. **Public Hearing re 2019 Poudre River Public Library District Budget Amendments – Miller**  
Finance Director Miller was present for any questions or comments. There were none.

President Schulz opened the public hearing on the amendments to the 2019 Poudre River Public Library District budget. There was no public comment and the hearing was closed.

- b. **Approval of the 2019 Poudre River Public Library District Budget Amendments – Miller**  
*There was a motion by Trustee Schild to approve the resolution amending the 2019 PRPLD budget. There was a second by Trustee Wise. The motion carried unanimously, 5 – 0.*

- c. **Public Hearing re 2020 Poudre River Public Library District Budget - Miller**  
Ms. Miller was present for any questions or comments. There were none.

President Schulz opened the public hearing. There was no public comment. The public hearing was closed.

- d. **Approval of the 2020 Poudre River Public Library District Budget - Miller**  
*There was a motion by Vice President Colby to approve the resolution (details below) to approve the 2020 PRPLD budget. There was a second by Trustee Arnold.*
- Set mill levy at 3 mills
  - Appropriate General Fund expenditure of \$11,654,755 including transfers
  - Appropriate Capital Project Fund expenditures of \$580,000 for Capital Replacement items

Discussion: Trustee Wise explained the reasons he cannot support approval of the budget; mainly he can't justify increased spending in the 2020 budget before the District plans for and spends funds on a north library facility first.

Vice President Colby expressed that he feels the proposed budget is reasonable and supports approval.

***President Schulz called for a vote on the motion. It passed by a majority vote, 4 – 1 with Trustee Wise voting against it.***

- e. **Executive Director Evaluation Committee – Schulz**  
President Schulz asked if there is any reason to NOT cancel the December board meeting. There being none, she declared the December 2019 Board meeting canceled.

She then reminded the board that every year at this time, a three-member committee is assigned to carry out the annual performance review of the Executive Director. She asked for volunteers. The committee members for this year are:

1. Fred Colby
2. Matt Schild
3. Becki Schulz

Executive Director Slivken noted that the employee survey will be going out soon.

#### **VIII. ANNOUNCEMENTS**

##### **a. Friends of the Library Update - *Wise***

Trustee Wise reported that there was the one-day sale in conjunction with the Book Fest, but he doesn't have sale figures at this time.

He also reiterated the importance of board members be on record as not only being members of the Friends of the Library, but also should consider giving to the Trust to reflect support.

##### **b. Library Trust Update – *Schulz***

President Schulz announced that Trustee Arnold is no longer able to serve as the Library Trust liaison and asked for a volunteer to replace her. After a brief discussion about the location of meetings and estimated time commitment, President Schulz stated she would replace Trustee Arnold for now. Executive Director Slivken will notify the president of the Trust, Linda Hopkins.

Executive Director Slivken reported that he attended the last Trust meeting and wanted to pass along that while Colorado Gives Day is on December 10, donors are welcome to donate at any time prior.

#### **IX. ADJOURNMENT**

There being no other business before the board, the meeting adjourned at 4:38 p.m.

Respectfully submitted,

*Cynthia Langren*

Cynthia Langren  
Recording Secretary

Matt Schild  
Secretary-Treasurer