

Friends of the Paonia Library Board

Meeting Minutes August 10, 2023

I. Call Meeting to Order

Major called the meeting to order at 12:04.

Present: Laura Major, Lesandre Holiday, Dave Weber, Janice Thorup, Pamela Stephens, Judy Livingston, Marjorie True, Jane Schulz

Guests: Teresa Shishim

II. Treasurer's Report

Weber emailed a profit and loss and balance sheet. The Friends' assets are \$25,245.

Weber proposes a \$20K CD with one year maturation. Funds can be withdrawn at any time and suffer only a 3-month loss of interest. Weber offers to float the Friends any funds needed.

Major proposes a \$15K CD with one year maturation so we may begin repairs to the irrigation and drainage along the front of the building.

Weber motions we acquire a \$15K CD for one year. Holiday seconds. The motion passes.

Holiday questions why the Friends have their own liability insurance when all events are held on Library premises. Instead, could the Friends pay for and be named as additional insured on the District's policy? This would reduce cost and allow more funds to go to the library. Shishim will inquire with Gunn.

Weber points out that our \$700 / year rate is a 'sweetheart deal' and has not increased. We've had no claims. Weber asks if the District is using CIRCA (which serves state and municipalities).

III. Minutes from July 13, 2023

Thorup motions to approve the minutes. Stephens seconds. The motion passes.

IV. The State of the Library

Shishim answered many questions via email and is present to further elaborate. Major emailed a copy of the District's condensed profit and loss broken down by division (library).

Admin / Central refers to the offices in the basement of Hotchkiss. This category benefits all libraries, not just admin.

Major asks for clarity on 60200 Personnel Costs Other. Shishim says category includes cell phone, travel, mileage, professional development, and janitorial.

Employees who are full time (32 hours+) have medical benefits, matching retirement.

Does 80000 Facilities refer to utilities or general operational expenses? Cedaredge has \$6286 in facilities expenses, but pays only \$1 / month in rent.

Thorup asks if the District has its own collection separate from the individual libraries? Shishim says District has its own but also shares in statewide program. Collections expenses are books and other materials for each library.

Thorup asks what constitutes Operating Revenue. Shishim believes it is fines on an accrual basis and assumes already collected but will confirm. Thorup asks if donations (from the donations jar) stay are collectively pooled and distributed or stay with each library? Shishim will ask. Thorup says patrons ought to know where their donations go.

Major points out that District hasn't asked Friends for any funds this year, as there was no summer music series)

Personnel costs for Admin / Central are high. How many personnel serve Admin / Central and Delta as opposed to Paonia? Shishim says it's all about the hours that they're open. Paonia and Delta are open the most. Crawford and Hotchkiss are opened one day a week. Admin, of course, operates 5 days a week.

Major asks how property tax increases and prop HH will translate to the District. Shishim reminds us of a previous ballot measure to stabilize special district income

The mill levy is based on a percentage of tax revenue. This percentage will not change unless voters approve an increase.

Weber will send a copy of the Paonia Library deeds. One transfers the land from the Town of Paonia to the Friends/Foundation and the other transfers the land and building from the Friends to the Library District. Note the deed restrictions:

- The 30 year window on selling the building was changed to perpetuity.
- If the Paonia library is sold, leased or used for any purpose other than a library, the land and the building revert to the Town of Paonia.

The District can't sell the Paonia Library. It can only lose it.

Shishim says Paonia is one of the busiest libraries, which makes it a priority, and is confident it won't be closed.

Thorup asks what the District's ideas are for reducing expenses and increasing revenue? Shishim says they want to go for another mill levy increase.

Talks and rumors have alienated communities from the District. Communication and solidarity are needed. Shishim thinks a lot of this was jumping to conclusions. For example, in the process of passing the deficit budget, Gunn asked a local realtor about the value of library building. The intention was not to sell the building but simply assess its value as an asset. But this sparked a rumor about selling the libraries and created discord.

Weber recommends speaking to Craig Wolverton about the mill levy campaign. Wolverton is a conservative Republican and pro library. The last mill levy increase was hard-earned with door knocking. Weber also suggests attracting bigger donors by hosting a wine and cheese night with a silent auction.

Holiday proposes we approach those who recently purchased property worth \$1 million+ and proposes the Friends' use some of its funds for mill levy marketing to ensure its passing.

Stephens reiterates her idea of surveying the population and what they'd like to see at their libraries.

The Friends will have to pitch in monetarily, dispel rumors and unify communities to help it pass.

Thorup suggests marketing rhetoric address each individual library rather than just the District as a whole.

Major questions why we are constrained in volunteers? Is it Colorado library law or privacy and security laws resulting from 9/11? Shishim responds that the positions needed are more technical and require more experience. Stephens confirms that it takes a full year to learn the ins and outs of circulation, 90% of which are computer / IT skills. Circulation is considered a starting position! More information can be found on the state's website: <https://www.cde.state.co.us/cd>

With no other questions for Shishim, Major reports the Rotary Club had no ideas to offer except setting up a task force with other community organizations.

Major will attend the next District Board meeting next Wednesday, August 16 at 4 pm in new Delta Library.

V. Next Book Sale

Major reminds us we decided to do two, not four, sales this year. Still, Stephens points out that we decided this before implementing the new donation-based model which has proven to be more profitable. Thorup reports that we have plenty of new books. Holiday also points out that Harvest Fest attracts a different crowd than Cherry Days.

The group decides to host a Harvest Fest Book Sale. Setup will be Thursday noon pm. The sale will begin Friday, September 23 at 10 am and conclude at 3 pm. Saturday, September 24 will be longer, from 10 am to 5 pm, with cleanup that same day.

Holiday will do the advertising. True will organize volunteers.

VI. Next Meeting

Work schedules for Shishim, Stephens and Holiday have changed. Meetings will now be noon on Fridays so all can attend. The next meeting will be October 6.

Paonia's new manager is Carl Smith. Sarah Smith is now teaching outdoor education in Montrose. Leah Morris is now the librarian at North Fork High School.

VII. Book Sorting

Thorup is on top of it!

VIII. Irrigation & Landscaping

Beezley had to increase the water output. Somehow it was turned off or set for only one day a week. Beezley suggests the irrigation be completely replaced. S&E Ward has never replied to Major with an estimate. Kevin Bound, a landscape architect with insurance, suggests a French drain that will irrigate trees and a controller that auto-shuts-off water in the presence of flooding. Bound will draw up a few options for the Friends with bids for each, along with suggestions for xeriscaping and trees. Bound suggests doing these improvements in bits and pieces, starting with the front. The District will also have to formally approve.

IX. Adjourn at 1:35 pm.

Respectfully submitted,
Lesandre Holiday, Secretary