

**Jefferson County Rural Library District
Board of Trustees Regular Meeting
Humphrey Room & Zoom Conference Call
Minutes – Wednesday, May 11, 2022**

Call to Order: Chair Michael Kubec called the meeting to order at 10:01 A.M. Present were Trustees Michael Kubec, Joan Chapdelaine, Cheri Van Hoover, Vickie Norris, and George Sibley, Jefferson County Treasurer Stacie Prada, Director Tamara Meredith and staff member Monica le Roux.

Citizen Questions and/or Comments: none.

Approve/Amend Agenda: Joan Chapdelaine **moved to approve** the agenda. Vickie Norris **seconded the motion** and the **motion carried**.

Welcome New Trustees: The Chair facilitated introductions and welcomed new trustees Vickie Norris and George Sibley.

Approve/Amend Minutes of April 13th meeting: Cheri Van Hoover **moved to approve** the minutes of April 13th as written. Joan Chapdelaine **seconded the motion** and the **motion carried** with Vickie Norris and George Sibley **abstaining**.

Board Education/Manager Update: Stacie Prada, Jefferson County Treasurer, presented the most current data on investments to the Board and took questions regarding the LGIP (Local Government Investment Pool) as well as on the timing and benefits of longer term investments. As a separate matter, it was also reported that there might be updates to MUNIS system reports in the near future.

Director's Report: Tamara Meredith reports that the Humphrey Room reopened for public use May 1st, and patrons are expressing satisfaction with the new AV equipment. This will soon be duplicated in the Shold Room, which will be available for reservations in late May/early June. Three Library Assistant I-Substitutes were hired in April, and two new Board Trustees were appointed by the County Commissioners. The Hagen Building RFP was received on May 2nd and posted the same day. The due date for proposals is May 29th at 5:00pm and bids will be publicly opened on May 31st at 1:00pm. The Community Needs Assessment Committee is proceeding with its work, with a revised survey being available for review in early May, and mailing, emailing and phone call process planned for late May. The transition to the new ADP payroll system is on track, with completion scheduled for August. Public computer use remains substantially lower than pre-Covid, but use of the District's WiFi is considerably higher, indicating a switch to people using their own devices while in the library and on library property. Finally, the library district has joined the new Penguin-Random House Speakers Bureau, which will provide three virtual author talks live each month, one fiction, one non-fiction, and one memoir author.

Financial Report: Revenues received for April totaled \$632,393 from the Financial Report. Operating expenditures paid in April were \$177,598. The total balance of funds at the end of April was \$4,385,841.00. Other balances include: Board Designated Unrestricted Funds of \$2,520,780 and unemployment reserve of \$239,458.

in person, though individual Trustees will still be able to attend remotely if needed, and there must be a process for accepting and responding to public comments.

Communications: Michael Kubec reported that she had received a thank you from former Board Trustee Hal Beattie.

The meeting was adjourned at 11:59 A.M.

Next Meeting: REGULAR MEETING – 10:00 A.M., Wednesday, June 15th, 2022.



Michael Kubec, Chair



Joan Chapdelaine, Secretary