APPROVED
Grand County Public Library
Minutes for the Regular Board of Directors Meeting
January 15, 2025 5:30 pm
Board Room, Grand County Public Library

In attendance for the January 15, 2025 Grand County Public Library Board meeting held in the Board Room at the Grand County Public Library, were as follows: Michele Widera, Rowan List, Anne Clare Erickson, Brian Parkin, Trish Hedin, and Klayre Humphreys. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Assistant Director (minutes).

Michele called the meeting to order at 5:39 p.m.

The first item on the agenda was Interview Board Candidates. There were two vacant seats on the Board and two applicants: Jackie Hoyer and Alyssa Sherman. The Board interviewed each candidate separately. Discussion followed. Anne Clare made a motion to recommend Jackie Hoyer to the Grand County Commission for appointment to the Library Board. Brian seconded the motion and it passed unanimously. Brian made a motion to recommend Alyssa Sherman to the Grand County Commission for appointment to the Library Board. Anne Clare seconded the motion and it passed unanimously.

Approval of the minutes for the November 13, 2024 meeting was discussed. Brian made a motion to approve the minutes as presented. Michele 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. She reviewed upcoming and ongoing library events and outreach activities. The Castle Valley Library Assistant position will be vacant soon and applications for the position are being accepted. The library's teen center has just opened in its new location next to the Moab library branch. The new location is a success already. Final 2024 library statistics are as expected and show that the library continues to move back toward pre-pandemic levels of service.

Carrie continued the Director's Report with a budget review. Final 2024 budget numbers will be available after an audit in April 2025. Carrie noted that the library underspent its 2024 budget and she estimates that approximately $200,000 will be contributed to the fund balance. After that contribution, the total amount in the fund balance may be approximately $800,000. She anticipates the potential for a small contribution to the fund balance at the end of the 2025 budget year. Discussion followed regarding upcoming capital project plans for 2025-2026.

The Board moved on to Old Business. The first item on the agenda under Old Business was Review and Consideration of Re-approval of Grand County Public Library Board Bylaws. Discussion followed regarding Grand County's interest in working to standardize the bylaws of all county boards. The Board also discussed recommending a shorter term for the High School Representative position to better accommodate student schedules. The Board decided to wait until next year to make recommended changes when more will be known regarding potential countywide changes to bylaws. Brian made a motion to approve the bylaws as presented. Anne Clare seconded the motion and it passed unanimously.

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

The third item on the agenda under Old Business was Review of Grand County Public Library Mission Statement and Library Roles. The beginning of the year is a good time for the Board to review the library's mission and roles. Library staff used the mission and roles to create the current strategic plan, which guides annual performance goals.

The Board moved on to New Business. The first item on the agenda under New Business was Election of Board Officers. Trish made a motion to nominate Michele for the Board Chair position, Rowan for the Vice Chair position, and Meg for re-appointment to the Secretary position. Brian seconded the motion and it passed unanimously.

The second item under New Business was Discussion of Grand County Conflict of Interest Disclosure Statement and Ethics Pledge as Defined in Grand County Ordinance No. 593. Carrie explained to the Board that all Grand County employees, elected officials, and volunteers must sign the ethics pledge and disclose any conflicts of interest at the beginning of each year. Grand County has made online forms available this year to complete the process.

The third item under New Business was 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. Discussion followed regarding the process for new Library Board member appointments and upcoming capital projects in the Moab branch.

The Board moved on to Future Agenda Items. Carrie noted that she will be out of the office when the next board meeting is scheduled in March. The board determined that April 3 may be a good date to reschedule the meeting.

A closed session was not needed. Michele adjourned the meeting at 6:32 p.m.