

## Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting November 17, 2020  
5:30 PM

Location: [WebEx Meeting Link](#)  
Meeting Number (Access code): 126 785 1196  
Meeting Password: raKq3yM2Ni9 (72573962 from phones)

### AGENDA

#### 5:30 p.m.

- I. Call to Order and Consideration of Trustee Absences
- II. Resolution: Due to the *Grand County Public Health Order* strongly advising residents stay at home due to COVID-19 per the Grand County Public Health Standing Public Health Order issued June 26, 2020, Grand County Library District Board of Trustees meeting will be completed by teleconference or video conference. Trustees and the executive director may participate in such meetings which allows all persons to hear each other simultaneously. Such participation constitutes presence in person at the meeting for all purposes, including determination of a quorum and voting. Discussion of official GCLD business is not allowed on email accounts among three (3) or more Trustees.
- III. Amendments to the Agenda
- IV. Approval of the Agenda

#### 5:35 p.m.

- V. Consent Agenda:  
(The items under "Consent Agenda" are a group of items to be acted on with a single motion or vote. This agenda is designed to expedite the handling of limited routine matters by the Board. A Board member may request that an item be removed from the Consent Agenda and will state when the item will be discussed in the meeting or tabled to another meeting. The removal of an item will require a second and a majority vote of the Board. Items on the Consent Agenda will be voted on by a single motion, second and non-roll call vote.)

- A. [October Regular Meeting Board Minutes](#)
- B. Correspondence
- C. [August Bank Reconciliation](#) & [September Bank Reconciliation](#)
- D. [October Budget to Actual and Balance Sheet](#)

#### 5:40 p.m.

- VI. Reports
  - A. Friends of the Grand County Library, Inc.
  - B. Grand County Library Foundation
  - C. Public Comment (*Please refer to Protocol for Public Comment at Meetings of the Grand County Library District Board of Trustees* following this agenda.)
  - D. Public Hearing for the Proposed 2021 Budget

**5:50 p.m.**

## VII. Information Items

- A. Review by Executive Director of [October GCLD Department Highlights & Statistics](#)  
*A review of the past month's strategic plan progress including projects, events, and statistics including update on library services impacted by COVID-19 & East Troublesome Fire.*
- B. Meeting Calendar:
  - a) Annual Meeting is scheduled for December 8
  - b) Finance Committee December prior to December Board of Trustees meeting
- C. Trustee Self-Evaluation  
*Timeline regarding the Trustee Self-Evaluation evaluating board functionality.*
- D. Finance Committee proposed 2021 Pay Grade Scale  
*Proposed 2021 pay grade scale as recommend from the Job Analysis Committee to the Finance Committee.*
- E. East Troublesome Fire Fee Forgiveness Resolution  
*Resolution removing and lost or damaged materials costs to patrons due to the loss or damage of property due to the East Troublesome Fire.*
- F. Strategic Goals & Measurement  
*Recommendations for strategic goals and suggestions for measurement*
- G. Executive Session  
*24-6-402(4) (f) C.R.S. Personnel matter regarding the annual evaluation of the Executive Director.*

**7:00 p.m.**

## VII. Action Items

- A. 2021 Regular Meeting Schedule
- B. 2021 Holiday & Staff Training Closure Schedule

**7:10 p.m.**

## VIII. Adjournment

*The Board reserves the right to add or delete items of business and to change the order of business as needed. The Board welcomes public participation in the meetings. If specific accommodations are needed, please contact the Director, Polly Gallagher, 970-887-9411, ext. 101 or e-mail at least 48 hours in advance of the meeting.*

### Protocol for Public Comment at Meetings of the Grand County Library District Board of Trustees

The following policies shall apply to the Public Comment portion of the agenda at all regular monthly meetings and special meetings of the Grand County Library District (GCLD) Board of Trustees:

1. A specific start and ending time for public comment will be included in the agenda for the meeting, as determined by the President. The notice of meeting will conform to any requirements of the bylaws of GCLD.
2. Persons wishing to provide public comment must sign a sign-up sheet prior to the start of the public comment period of the agenda, and provide their name, mailing address, telephone number, the name of any affiliated organization for which they have been authorized to provide comment (if any), and the general topic or issue on which they desire to comment. A copy of this protocol will be available with the sign-up sheet.
3. Each person will be allowed 3 minutes to provide comment.
4. Board members will listen to comments, and not interrupt or otherwise respond to comments. At the close of the public comment period, board members may direct questions or comments to the President. The issue may be resolved at the meeting or direction given for follow-up
5. Personal attacks on board members or others, comments that are or would tend to be considered profane or

otherwise unacceptable, and issues involving current or former employees and their employment status or relationship to GCLD are not appropriate for comment, and may be halted and excluded at the discretion of the President.

6. The President will reasonably accommodate the needs of persons with a disability in providing comment; provided, however, that the person needing an accommodation must make a request for such accommodation, directed to the Library Director, no later than 48 hours prior to the scheduled commencement of the meeting.

created 10-14-03, revised 3-22-04, revised 12-14-10 revised 03-21-2017