

Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting, January 9, 2024
5:30 PM

Location: Granby Library or [Zoom](#)
Meeting ID: 863 4751 3182
Passcode: gMNz7j

AGENDA

5:30 p.m.

- I. Call to Order and Consideration of Trustee Absences
- II. Amendments to the Agenda
- III. Approval of the Agenda

5:35 p.m.

IV. 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. [December Regular Meeting Board Minutes](#)
- B. Correspondence
- C. [November Check Reconciliation](#)
- D. [December Budget to Actual and Balance Sheet](#)

5:40 p.m.

V. 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.

6:00 p.m.

VI. Information Items

- A. 2024 December Merit Bonus Recipients
Awards are granted bi-annually as recognition for excellence in performance beyond regular position expectations.
- B. Meeting Structure
Review of Parliamentary Procedure including discussion and making motions
- C. Review by Executive Director of [December GCLD Department Highlights & Statistics](#)
A review of the past month's strategic plan progress including projects, events, and statistics

- D. Meeting Calendar
 - a) Review annual calendar and designate trustees for town visits
- E. Trustee Goals
 - Suggested goals based upon the results from the 2023 Trustee Self-Evaluation*
- F. Trustee Committee Appointments
 - Designation of Trustees to standing committees Strategic Plan, Finance, and Policy, as well as Kremmling Vision Committee and Grand County Library Foundation*
- G. Executive Director Goals
 - Executive director goals presented based upon feedback from executive director review.*
- H. Notice of Board of Trustees Agenda
 - At the first board meeting, the board must by motion, designate the place or places for posting the board's agenda and notice 24 hours in advance of each meeting.*
- I. Designation of Authorized Board of Trustee Officers and Treasurer to GCLD Bank Accounts
 - Per GCLD Board By-Laws and Trustee Policy Manual, 1.5 Article IV –Duties of Officers, designation of authorized officer's signatures for checks or warrants must take place as new Officers were elected at the December 2023 meeting.*
- J. Director of Facilities Update
 - Annual update on 2024 Facilities plan*
- K. Policy Recommendations
 - Policy Committee recommendations regarding 3.15 and 4.6e*
 - Action Plan for the 2024 Year*
 - Steps to occur in 2024 towards fulfillment of strategic framework*

7:15 p.m.

VII. Action Items

- A. 2024-01-01 Resolution to Adopt Budget
- B. Approval of the 2024 Budget Message
- C. 2023-01-02 Resolution to Set a Mill Levy for 2024
- D. 2023-01-03 Resolution to Appropriate Sums of Money for the Budget Year 2024

7:20 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