

Gilpin County Board of Trustees Meeting: April 13, 2023

Attendance: Harv Mastalir, Linza Douglas, Dorothy Sweet, Jeffrey Smith, Ruth Arnold + Director Michael Carlson;

Absent: Alisa Witt

1. **Call to Order:** 6:30 pm

2. **Call for Changes to Agenda:** None

3. **Approval of Minutes:** Dorothy moved to approve the minutes from the February 9, 2023 meeting. Ruth seconded. Approved unanimously.

4. **Public Comment:** None

5. Library Director's Report

Michael reported statistics were "great" in March. Patron visits were up 11% over the same period last year and a new circulation record for March was set. The library had an all-time high number of programs, including collaborative programs with Gilpin County's CSU Extension Office, and attendance, but door numbers are "lagging." Children's programming is "going crazy" as usual. He also spoke about facility projects including progress on a new water system and construction of study rooms.

a. Financial Report

The library district's finances were reviewed and discussed.

6. Old Business

a. Update on Well Testing

Michael updated the board about the continued need to revive the library's well to find a long-term solution for skyrocketing water delivery costs after its water delivery company went out of business. He explained he was not getting much response from engineering firms but found Boulder Water Well is interested in bidding on the entire project. He is hopeful the company will be able to meet EPA and state regulations. **Linza moved to authorize Michael to move forward with the project. Dorothy seconded. Approved unanimously.**

b. Update on Parking Lot Lighting

Jeff was asked to contact Gilpin Community Development to acquire the county's ordinances on lighting. Michael pointed out the library would likely need to hire someone to create a lighting plan for the parking lot but the library may benefit from creating a new lighting plan for the entire property to save money and be more efficient.

7. New Business

a. Board Trustee candidate discussion

Harv told the board the search for a new board member is still in the works and the first two attempts to find a board member failed to produce a viable candidate. An interested community member has been encouraged to submit a letter of interest and will be interviewed if he does. Another notice was printed in the April 13, 2023, newspaper with a deadline of April 28 to apply.

b. Review Facility Audit

The board discussed the recently completed Facility Audit for the library which includes an inventory of all components of its building as well as a timeline and projected budget for possible replacement of everything. Michael explained that it was a good reference and contained no surprises, but one of the biggest issues in the near term is that the library's multiple furnaces are reaching the end of their projected life and money will need to be budgeted for their replacement. When the current system fails,

there will likely be an opportunity to install a more efficient system. Parking lot pavement, especially the handicapped spots, also need work soon. A third ADA-compliant spot could be added. He pointed out the Facility Audit report was inexpensive because the library coordinated with the county on having an audit performed.

c. **Discuss Study Room Estimate**

Michael told the board the construction of new study rooms has been a challenge, but he finally found someone with a good reputation and a reasonable quote willing to do it. The company is fully insured but not licensed with the county. There is also county red tape to deal with before the project can begin. Permits may take 4-6 weeks and construction will take about a week once plans are approved and permits issued. The board was told the costs are within the Capital Projects budget for the year. **Ruth moved to authorize Michael to expend up to \$18,000 to move ahead with the project. Dorothy seconded. Approved unanimously.**

c. **Update on Reserve Fund Projections**

The available cash and fund balance projections for the library district's Reserve Funds were reviewed and discussed. Michael explained the library is in "really great shape" and the capital reserves keep growing.

8. Next Regular Meeting: May 11, 2023

9. Adjournment: 7:22 p.m.

Submitted by Jeffrey Smith, Secretary