

FORT LUPTON PUBLIC AND SCHOOL LIBRARY
Regular Session
Minutes
Thursday, September 19, 2019 7:00 PM

- I. **Call to Order**--Ms. Holton called the meeting to order at 7:05 pm.
- II. **Resignation**--Beth McWilliams has resigned for personal reasons from the library board. She was a school representative and the school district will need to post for the position.
- III. **Roll Call**—Teri Kopfman, Gerri Holton, Sharon Ceretto, Bill Victor, and Lia Inge were present. Mary Flos was excused. The September 19th meeting therefore had a quorum. Also present were Matt Adame, board member of Weld Re-8; Zo Stieber, Fort Lupton Mayor; Sarah Frank, Library Director; and Mary Edens, FLP&S Library employee taking notes.
- IV. **Approval of Agenda**—Lia Inge moved to approve the agenda and Bill Victor seconded the motion. The motion passed unanimously.
- V. **Approval of Minutes** August 15, 2019—Teri Kopfman mentioned that there is only one r in her name. Lia Inge made the motion to approve the minutes from August with correction of the spelling of Teri’s name and Sharon Ceretto seconded the motion. This motion passed unanimously
- VI. **Public Comments** There were no public comments
- VII. **Reports** –
 - a. **City Report** Zo Stieber, Fort Lupton Mayor, said that the carving on the tree at city hall has begun. She also said that Commissioner Kirkmeyer stated that when Banner buys NCMC there will be many funds for grants concerning health and education.
 - b. **Weld Re-8 Report** Matt Adame didn’t have anything to share.
 - c. **Director’s Report** (written)
 1. Sarah Frank told about the HPLD meeting that will discuss IGA concerns about technology on the 25th of September.
 2. Sarah Frank said for the building update that she posted an RFP for the construction company to work with the designer. There were 18 companies that applied, the team interviewed 3, and then chose GH Phipps. Sarah Frank will be taking this to town hall on the 16th of October.
 3. Sarah Frank is thinking about providing a time for staff to meet some board members. The staff work hours vary so much that maybe it could be arranged during lunchtime hours sometime in October or November.
 - d. **Committee Reports**

1. Sunshine Fund (Ms. Holton) Ms. Holton said there is no change in the balance of the Sunshine fund at \$21.60. She questioned if want if we want to send a card or gift. The board requested a certificate of appreciation to Beth McWilliams. Sarah Frank said that typically the board gets the card and said she'd see if Ryann Money can create a certificate. Board members said they will contribute to the Sunshine Fund to increase the Sunshine fund balance. Gerri Holton said she would get the card and the board members could drop in and sign the card.

VIII. Continuing Business

- a. **IGA (City RE8) discussion** Gerri Holton said that we are waiting to hear from city attorney. Zo Stieber said they are satisfied with what they have and that they received a letter same as the library. Sarah Frank said that they have had a question since then and that she sent a packet by request of the board to John Kimmel who answered by email that Sarah put in the board packet. The letters from Kim Seter from 2012, but Andy Asmus is looking into whether Kim Seter is standing by the previous statement or if it changed and why.
- b. **HPLD joint meeting** Sarah Frank stated that she and two board members are going to the meeting on September 25th at HPLD. She said that Beth McWilliams was going to go so another board member is needed to attend. Teri Kopfman asked if she should go. Gerri Holton is excusing herself on that meeting. It was decided that Teri Kopfman and Sharon Ceretto would attend.

IX. New Business

- a. **Budget** The board picked up the discussion from the work session about the decrease in programs. The discussion and thought progression were and about the possibilities of grants. Zo Stieber said the city had been very conservative as the future of the funds is uncertain. Lia Inge moved to approve the budget and send Sarah to the city council meeting with the proposed budget. Bill Victor seconded the motion. The motion passed unanimously.
- b. **Officers** Volunteers were solicited for nominating committee for officers. Lia Inge and Teri Kopfman will serve as the nominating committee.

- X. Development of next meeting agenda:** IGA of city and Re-8 and HPLD. Building updates. Owners Proposed property were questioned and Sarah Frank will send out next week owners of the property. Board member applicants. Officer vote.

- XI. Adjourn** Teri Kopfman moved that the meeting be adjourned, Lia Inge seconded the motion. The motion passed unanimously. Gerri Holton adjourned the meeting at 7:25 pm.

- XII. Next Meeting: September 19, 2019 at 7:00 PM in the library conference room.**

Respectfully submitted by Mary Hoffman Edens.