

**SAN JUAN COUNTY LIBRARY SYSTEM**  
**Board of Trustees Meeting**

January 13, 2021 at 5:30 p.m.  
(meeting via Google Meet)

**MINUTES**

1. **Call to Order and Roll Call (5:35 p.m.)**  
**Present:** Karry Deeter (Acting President), Ramona Chamberlain, Genevieve Ford (Board Members); Nicole Perkins (Library Director/Blanding Librarian), Mikaela Ramsay (Assistant Director/Monticello Librarian), Mack McDonald (County Representative).  
**Absent:** Lucille Cody (Board Members)
2. **Approval of Minutes from Prior Meeting:** Chamberlain moved to approve the October 14, 2020 minutes to be approved with edits. Ford seconded and voting was unanimous.
3. **Public Comment:** Board requested to pass on any comments they have heard from the public recently.
4. **Election of Officers:** Karry Deeter was nominated and approved as chair of the board; Ramona Chamberlain was nominated as vice-chair and Genevieve Ford was nominated as secretary. All voting was in the unanimous.
5. **Ratified Approved 2021 Budget**  
Nicole Perkins took the budget proposals to the county commission. The proposed library budget for 2021 is \$369,346 before the maintenance costs. Total expected expenditures is calculated at \$463,087. Ford moved to approve the budget and Chamberlain thanked us. It was unanimously approved.
6. **2020 Year-end Financials**  
In 2020 thanks to careful planning and budgeting, the library came under budget by \$13,361. \$1,500 in grant money is still expected on top of the other grants already received, which will help the 2020 expenditures look even better. The board commended Perkins for her phenomenal work with the grants.
7. **Conflict of Interest Disclosures**  
The board needs to disclose any conflicts of interest on the annual forms. The board discussed how to submit those forms.

## **8. Library Board Recruitment**

A letter of interest was submitted from Carolyn Dailey of Spanish Valley. The board found her qualifications excellent. Ford moved to recommend her application to the county commission. Chamberlain seconded the motion and voting was unanimous.

## **9. Consider Amendments to Bylaws**

The board reviewed the proposed changes made by Ramona Chamberlain and Mack McDonald. Chamberlain researched other library bylaws and reviewed all the ordinance and bylaws. Ford moved to approved changes to the bylaws and submit them to the commission. Chamberlain seconded the motion and voting was unanimous.

## **10. Library Director's Report**

Nicole Perkins reviewed the monthly report she sends to the county commission. She reported that the hotspot grant was completed and the policy for checking them out is finished. Another grant for \$1,800 was approved by the commissioners to cover interlibrary loan postage until June with the possibility of an extension. Fiber optic upgrades are expected to be completed in the next few weeks. All services will be covered until September 2021. The Blanding branch got a small PBS grant in December for a scavenger hunt activity for young patrons. That program will conclude with a socially distanced party this month. Mikaela Ramsay reported on the Monticello branch's new business center, the "coworking hub and innovation center." The basement of the library is ready for demolition and marketing is already getting prepared. The Jon Morris and Special Collections section of the library is on the same timeline as the business hub and they should both hopefully open in July. Pat Smith volunteered to help complete the work and market the Jon Morris collection. Monticello's hotspot checkouts are making free internet available to more patrons.

## **11. Library Board Chair Report**

Mack McDonald was invited to explain how a new agenda program the county uses will affect the format of meetings. Kerry Deeter reported that library statistics are not down as much as expected with the pandemic and wi-fi usage is up.

## **12. Agenda for Next Meeting**

LaSal contract renewal, computer use policy changes, and contracts to ratify, as well as open meetings training will be dealt with next time. The library will be asked to help older patrons use the internet to sign up for vaccine appointments.

**13. Meeting Adjourned:** Chamberlain motioned to adjourn at 7:01 PM. Ford seconded the motion, and voting was in the unanimous.