

**Ignacio Community Library Board of Trustees  
Minutes of Regular Meeting  
March 20, 2024**

**I. Call to Order**

Meeting called to order by Clark Craig at 6:12 p.m.

**II. Roll Call**

Present: Clark Craig and Dayna Talamante-Montoya via Zoom  
Lovvis Downs-Glass, JoAnn Sloan and Marcia Vining.  
Absent (Excused): Leila Baker and Bryan Bagdol

**III. Approval of Agenda**

Lovvis moved to approve the agenda; JoAnn seconded. Votes: 4 for, 0 opposed. Motion carried unanimously.

**IV. Approval of February 2024 Minutes**

JoAnn moved to approve the February minutes. Lovvis seconded. Votes: 4 for, 0 opposed. Motion carried.

**V. Public Input—None**

**VI. Unfinished Business**

**A. Marcia's Leave**

Marcia reported that it looks like she will be leaving May 28th or 30th and would be gone through June and July. Lovvis inquired about a second signature on checks. Marcia feels there will be no problem with this if needed. Clark, Lovvis, JoAnn and Dayna all agree at this point that Marcia will be allowed to take this time off.

**VII. New Business**

**A. Audit Exemption Request**

Lovvis reported that the CPA in Cortez has not reconciled amounts in the Budget to represent actuals. Since the Audit Exemption Request is due on March 30, Lovvis and Marcia will get back to the CPA. Therefore, a short Board meeting regarding the request will be necessary on March 27th, 5:00 at ICL.

## **B. Employee Benefits: Leave Time Accrual/Sick Leave**

Marcia has checked with other area libraries about this topic. There was a discussion of sick leave accrual as starting from Day 1 of employment and PTO accrual to be calculated separately. Clark has questions about the impact to the budget of each. Lovvis noted that the budgetary impact will not be large. Marcia feels PTO accrual will help encourage staff to remain. Clark would like to see more analysis before final decisions are made about the two types of leave accrual.

## **VIII. Director's Report–Marcia Vining**

The Director's Report is located on the Members' laptops.

Marcia and Dixie went to the La Plata County Commissioners' meeting. The Community Foundation Serving the Southwest booklet has a page with information about Dewey and the impact those funds have had in the county. Marcia and Dixie shared more information about Dewey with the commissioners.

The interns are doing well—one has needed some additional training. Liz and Ron have done a great job with structured intern training. Interns get ½ credit at school. Liz is hoping to get the grant again that covers interns.

Technology: Clark mentioned StarLink is being used in Vallecito and feels it gives excellent service. Marcia thinks it would probably work well with Dewey. Clark suggested this should be an item of discussion at a future Board meeting. JoAnn asked if ICL could apply for a grant for this purpose. Marcia will research this possibility.

## **IX. Treasurer's Report--Lovvis Downs-Glass**

Expense Report

Property Tax: The bulk will be paid in April  
Interest: Over \$17,000  
Specific Ownership Tax Revenue has increased.  
Total Revenue is \$65,307.00, 11% so far  
Insurance is higher than expected.

Total Expenditures = \$131,573.00, 17% of the year.

Marcia said postage is going up, but the Friends of the Library will reimburse some of that.

Clark noted that Bryan brought up the Copier Lease and Maintenance line item last meeting. This issue has been resolved.

Credit Cards: No questions.

Profit and Loss Statement: No questions  
Transaction Report: No questions  
The Balance Sheet looks strong

Dayna moved to accept the Treasurer's Report for February. JoAnn seconded. Vote: 4 for, 0 opposed. Motion carried.

## **X. Open Discussion**

JoAnn asked about toilet covers for the restrooms. Marcia has ordered them.

Clark reported that the Town of Ignacio has chosen not to take public comments via Zoom. The Smithsonian Crossroads exhibit is coming to Ignacio at the end of April. The town will need a full Sunday to put the exhibit together and will need help with that.

Lovvis asked about the Durango Independent Film Festival's REEL Learning Programs and how they went at the Ignacio Schools on February 27th. Claudia reported that the programs went very smoothly and were enthusiastically received by Ignacio students and staff. Claudia also mentioned that DIFF will begin offering monthly movie screenings at the Durango Arts Center at 7:00 every third Thursday starting in March. See [durangofilm.org](http://durangofilm.org) for details.

Board members wished Claudia a Happy Birthday on March 25th.

## **XI. Adjournment**

JoAnn and Dayna moved to adjourn. Hearing no objections, Clark adjourned the meeting at 7:01 p.m.

The next ICL Board meeting is scheduled for April 17, 2024, at 6:00 p.m.

Claudia Foley submits the minutes to the Board of Trustees for approval.