



Meeting Minutes
RIDGWAY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
Thursday, November 13, 2025 at 10:30 a.m.
Ridgway Public Library
300 Charles Street

Roll Call: Trustees: Sally Trapp ZOOM), Julie Duff, Jared Coburn, Julie Herrmann, Dee Moore, Heather Patterson, Alison Etheridge, Library Director: Amy Baer

Approval of Prior Minutes: from October 9, 2025 meeting, Jared Coburn made motion to approve, seconded by Julie Herrmann.

Next Meeting: Thursday, Thursday, December 11, 2025 at 10:30 p.m.

Public Comments: None

Friends of the Library Update: Jill Hepp was unable to be present. Amy reported their next meeting is November 17, 2025, they will be stuffing membership letters. They are still in need of a vice-president. Sally attended the last meeting. FOL are very excited about the tote bags and asked if we would consider t-shirts also. After discussion, we agreed to consider t-shirts in June 2026. Julie Duff reported we have \$2,000 in our budget for tote bags and children's garden plaque.

Highlighted Topic: Lunchtime Book Club to start Thursday, November 20, at 12:00

Action and Discussion Items

1. Julie Duff presented the final 2026 Budget and reviewed 2025 year-to-date. Our finances are healthy. Budget discussion included two minor changes. Because Ridgway Public Library is a library district, we are eligible to join the Special District Association of Colorado. The cost to join is approximately \$800 which is reduced by 50% in the first year. Our employee health insurance would change to calendar year, January to December and we would save money on premiums. Motion to approve budget with these two changes was made by Julie Duff, seconded by Jared Colburn. Julie reported a temporary tax credit will be done for the 2026 budget. Motion to approve made by Julie Duff, seconded by Jared Colburn.
2. Amy presented a staff education request from Caitlin VanBuskirk who previously attended Voices for the West writing workshop. Caitlin wrote a letter to the Board stating she would like to attend again February 26 – March 1, 2026. She received a tuition scholarship and is asking for financial assistance for lodging expenses. Motion to approve made by Jared Colburn, seconded by Julie Herrmann.
3. Alison gave a much-appreciated Google Drive "tech" update, demonstrating how to use the Drive and ease of adding materials. It was agreed we will send to Amy all materials to be added to the Drive.
4. Staff appreciation discussion led by Amy. Staff have appreciated lunches in the past but maybe we could do something different than a week of lunches. Suggestion was made to select one day for lunch and give a gift card to all staff. After discussion, motion to approve one lunch and individual gift cards was made by Dee Moore, seconded by Jared Colburn.
5. Final discussion of end of year goals led by Sally. After discussion on developing a strategic plan, it was recommended we bring in someone to help us. Polly from the state library gave some names of organizations who could help. Amy will contact Anna from CAL to see if she could come in January to help us get started.

Treasurers Report – included with budget presentation.

Director's Report – Amy Baer

- Seed program – we have surpassed seed packets taken from last year, partially due to having “seeds of the week” packets at the front desk. Patron count for the last 3 months has been higher than the same time last year. Regular courier service is going well which has increased our items sent to other libraries. More patrons are using Kanopy streaming services. Children and YA circulation totals have passed 2024 totals. The 2024 library snapshot from the state library is posted on the library website.
- Fall activities are in full swing with lunchtime community book club starting Thursday, November 20. All are welcome to attend. Tech help on Thursdays begins today. Sewing class for November is full and we will have a sign-up for December sewing class soon. We have our Giving Tree and Ouray County Food Bank donation box at the front desk. We should begin receiving angels to hang on tree soon from Ouray County Cares.

Future Agenda Items – Review Mission Statement to coincide with strategic plan

Adjournment – Motion to adjourn at 12:20 made by Heather Patterson, seconded by Jared Colburn.