# Lone Cone Library District Board Retreat Minutes

Tuesday, February 25, 2025, 8:30am-4:30pm

## Board Retreat Facilitated by CLiC

Attendees: Michael Donnellon, Emily Haight, Kimberleigh Campbell, Todd Bissell, Ken Lukazewski, Todd Bittner, Kerry Bentler, and Anna Szczepanski.

Meeting called to order at 8:38am

1. 2024 Year End Report

Todd Bittner –

Highlights:

Our year end numbers show our library is needed! Great resource for our community.

Nearly 200 NEW cardholders.

Cleaned up data. Trending data will start accurately this year.

Goals for 2025

* 100k in reserves
* Manage Staffing
* Adult programming
* Establish Capital Campaign
* Improve outdoor space

1. Update Library District Bylaws

The board worked through a good amount of the bylaws and concluded that we need to really evaluate and possibly redo them entirely. Anna will work on pulling together some examples of other library bylaws for the board to review. A work session may need to be scheduled specifically for this.

1. Update Library Foundation Bylaws

See above.

1. Update Board of Directors’ Job Description
2. Rebranding: Mission (update?), Vision, Values, logo (ballot 2016)

The board brainstormed and collaborated with Anna to do an exercise to help pull together our mission, vision, values. Anna will organize the results and get them back to us. No changes were made today.

1. Create a Strategic 3–5-year Plan/Goals for District and Foundation
2. Policies to review
   1. Card Holder Responsibilities Policy (revisit)

The board discussed concerns and clarified any questions on the Cardholder Responsibilities Policy. Official voting will take place at the next regular board meeting.

* 1. Approvement of Employee Handbook

1. Board of Trustees Annual Self-Evaluation
2. Adjournment at 3:43pm

Next Regular Meeting: March 17, 2025, at 9:00am