

BOARD OF TRUSTEES MEETING

Monday, August 17, 2015, 6:30pm Estes Valley Library / Wasson Room

President Plaut called the meeting to order at 6:33 pm on Monday, August 17, 2015 in the Wasson Room at the Estes Valley Library. The following were present:

TRUSTEES: Peter Plaut, President; Sharon Poggenpohl, Vice-president; Marjorie Hancock, Secretary; Don Bryson, Treasurer, Kirsten Hardin, Kaye Orten, Debra Dullaghan

STAFF: Claudine Perrault, Kieran Rowser

SUPPORT GROUP LIAISON: John Krueger, Library Friends & Foundation

Citizens: Keith Berndtson

Public Comments: None

Consent Agenda

1. Board of Trustees meeting Minutes: June 15, 2015
 2. Income & Expense report: July 31, 2015 Year-To-Date
 3. Study Session: Board self-assessment: Thursday, August 6, 2015
- Poggenpohl moved, and Orten seconded a motion to accept the Consent Agenda. Ayes all. **(15-16)**

Action Items

Appoint Nominating committee – President Plaut:

Orten and Poggenpohl were appointed to the trustee Nominating Committee to fill two vacancies, Plaut and Hardin.

Strategic Discussion & Reports

Gov't Affairs – President Plaut & Poggenpohl: Community Recreation Center (CRC) project:

Poggenpohl reported that the Estes Valley Recreation and Parks District (EVRPD) Board will meet Tuesday, August 18 to review a report on the cost range of construction. From there the decision will be made as to how to go to the voters. Plaut stated that EVRPD sent out a proposed Memorandum of Understanding (MOU) to prospective partners, including the library. The library Board's government affairs committee felt the MOU was incomplete so revised the draft and sent it back to the EVRPD Board. Perrault stated that the feedback was well received and incorporated by the interim EVRPD director into the final MOU. The MOU will most likely be completed and distributed to partners after the election.

Slides of the proposed CRC were viewed and discussion followed. Bryson is concerned about the location of the kitchen, and its lack of proximity to the multipurpose rooms. It seems inconvenient. Bryson suggested a door be added by the lounge. Additional concern that the multipurpose rooms would not serve library program needs. Perrault reported that there'd be seating and tables in the library space, a digital download catalog, a book return, and Holds pickup. This space would be considered a kiosk of the main library. Dullaghan asked if there could be a 15 minute "pick up" parking for those that wanted to pick up or drop off books. Plaut added that the design is well-suited for the valley's aging population. Poggenpohl feels the design of the CRC will evolve as more stakeholder input is received. Poggenpohl added that it seems that the child area is equal in space to

the Senior Center, and feels there may be pushback by seniors concerned about providing so much space for a “dwindling population.”

Finance Committee report - Treasurer Bryson & Orten:

Bryson reported that preliminary assessed valuation tax numbers will arrive from the county in a week or so. At that time staff will formulate their preliminary budgets. The Board will receive an official draft budget on October 15. Public hearings will follow. The final budget will go to the State December 10, after the Board approves the final budget at their December 7 meeting. Concerning Friends & Foundation (F&F) grants, if the F&F can't approve a particular expenditure, the library can still make the expenditure. It's the Director's responsibility to determine what projects the library will undertake, and recommend who's to fund it: the F&F or the taxpayers. Concerning funding of the library's 100th anniversary celebration in 2016, Perrault will lead a presentation at the September Board study session, all formulated by staff. In 2016, each month a member of staff will be the “ambassador,” the host of the activities for their particular month. Orten said she'd like to see the entire scope of the centennial activities/fundraising be presented to the public early on. Perrault responded that the plan is to present the scope in a special fourth newsletter to be published first week of 2016.

Policy Committee – Perrault:

Update of draft gun/weapons policy:

Perrault stated that all the information has been forwarded to the Estes Park Police Department, and everything should be ready by the September Board meeting. Bryson asked if a copy could also be sent to the local Gun Club representatives who attended the study session. Perrault confirmed.

Friends & Foundation Report: Krueger:

Kudos to Judy Schaffer for organizing the F&F benefit dinner. Kudos also to the library staff that worked the event. \$800 was raised from the book auction, while \$220 was taken in from the silent auction.

The summer book sale took in \$29,000+. In addition, money continues to be taken in at the Farmer's Market and library sales.

There will be four open positions on the F&F Board in 2016. Applications are being received.

The F&F membership potluck is to be held Tuesday, September 22, with guest speakers Claudine Perrault, Suellen Brenner and Sarah Walsh on the library centennial celebration.

General Fund assets are at \$258,000, with \$179,000 unrestricted. The Endowment is at \$1,071,000. So far \$90,000 has been distributed to the library. The investment committee will be going to the F&F Board to recommend the Development Officer's position be continued for an additional two years (the initial funding commitment ends in May of 2016).

Director's Report: Perrault

In response to a question by Orten concerning a proposed library space remodel, Perrault reported that a space planner was given all the information on the library strategic plan and incorporating those values into the draft space plan, received in August. A staff meeting was held to gather feedback. These recommendations will be presented to the Board in the fall. These would then be presented to the public

for comment. The draft design and staff comments will be forwarded to the Board. Poggenpohl suggested spending a little time with this at the next study session. Orten would like the Board to be fully informed so the Board is ready to speak to the public on this project. Perrault confirmed, and will invite Peggy Moore and Mark Riffle, the staff members most involved in the space planning project, to attend, present and answer questions.

Upcoming Meetings –

1. Board Study Session: Centennial Year planning - Thursday, September 3
2. Board Regular Meeting: Monday, September 21

Other Events

- Library Closed: Labor Day Holiday - Monday, September 7
- F&F Board of Directors Meeting: Monday, September 14
- F&F Annual Membership Potluck: Tuesday, September 22 – YMCA of the Rockies

Adjourned at 7:56pm

Respectfully submitted,
Marjorie Hancock, Board Secretary
Minutes prepared by Kieran Rowser

[Attachments]

**ESTES VALLEY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES**

Resolutions from August 17, 2015

(15-16) Poggenpohl moved, and Orten seconded a motion to accept the Consent Agenda. Ayes all.

Peter Plaut, President
Estes Valley Public Library District
Board of Trustees

Marjorie Hancock, Secretary
Estes Valley Public Library District
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