

## **BOARD OF TRUSTEES MEETING**

Monday, September 19, 2016, 6:30pm Estes Valley Library / Wasson Room

President Poggenpohl called the meeting to order at 6:32 pm on Monday, September 19, 2016 in the Wasson Room at the Estes Valley Library. The following were present:

**TRUSTEES:** Sharon Poggenpohl, President; Marjorie Hancock, Secretary; John Krueger, Treasurer; Kaye Orten, Bill Gerritz.

**SUPPORT GROUP LIAISON:** Not present

**STAFF:** Claudine Perrault, Kieran Rowser, Allison Cavis, Sarah Walsh

**GUESTS:** Keith Berndtson

Public Comments: None

### **Consent Agenda**

1. Board of Trustees meeting Minutes: August 15, 2016
2. Study session -10-year Financial Plan: September 8, 2016

Orten moved, and Krueger seconded a motion to accept the Consent Agenda. Ayes all. **(16-14)**

### **Staff Presentation**

- Strategic Goal: "Express Your Creativity" – Allison Cavis, IT Guy

### **Strategic Discussion & Reports**

Friends & Foundation –

Speaking on behalf of the F&F board, Walsh first thanked the Trustees for coming to the Hoedown. She then reported that \$424,499.23 in donations, pledges and book sales have been taken in year-to-date this Centennial year..

Director's Report: Perrault

Responding to a question by Poggenpohl concerning the upcoming Department of Labor ruling to increase the minimum salary of exempt employees, Rowser reported that most library supervisors meet the duties criteria for exempt employees, and that currently only one supervisor meets the new salary requirement. The other supervisor salaries have been increased to the minimum required under the new ruling in the 2017 draft budget. Gerritz expressed concern about the workload of supervisors if they went hourly. Poggenpohl expressed concern over the camaraderie of hourly staff and supervisors. Orten shared that she's observed a change in morale in other organizations when a ruling like this takes effect. Gerritz feels it's best to raise all supervisors to the exempt salary level.

Concerning a note under "Discover Your Roots," it was suggested that a national appraiser should appraise the artwork being held by the library.

Gov't Affairs Committee – President Poggenpohl

- o Priority Discussion Item – Library involvement in Community Center: potential action

Poggenpohl expressed the desire to reach a conclusion on this issue with the Estes Valley Recreation and Parks District (EVRPD). Perrault asked the board what's in the best interests of the library? How should the library be involved in the

community center, now that there are none of the original partners are involved, and the original concept has changed?

Krueger stated that he feels the library should stick to its original commitment, i.e., no construction costs, just finishing the library's space, because that's what the library patrons wanted. The library should fulfill its promise. Krueger likes the idea of the library having a presence on both floors, but to be renters of the multipurpose room, not builders of it. Gerritz agrees with Krueger's comments.

Hancock expressed the sense that the EVRPD is open to negotiations. Orten said the library should not purchase (build) the multipurpose room. Orten also said she thinks the lower lobby could morph into a heavy use area, which could result in more upkeep of the library's space. Krueger said the library should take up only a portion of the lower lobby.

Poggenpohl is concerned about how the EVRPD is managing the project, and questions the leadership. The library shouldn't pay for things that aren't under the library's control. She feels the downtown library is a community center also. She's unclear if the \$4,000 - \$6,000 annual fee would go up, and can we get confirmation that the fee is for kiosk and program space use. It's very important to know what the library would be paying and how long that amount would be guaranteed. In summary, Poggenpohl thinks that the kiosk would be all that the library would have in the community center. Krueger reiterated he'd prefer a kiosk downstairs and a digital presence upstairs. Walsh stated that the Friends & Foundation have the capacity to support the library in this project. (The cost of purchase and installation of the kiosk is approximately \$150,000 + \$100,000 for 10-year equipment maintenance fees.)

Orten expressed concern that the public is not currently happy with the direction the community center is taking. Therefore, the library should not ask for donations for the community center. Orten asked if the library did not have a space in the community center, is there another location where the library could place a kiosk? Walsh suggested the Other Side complex.

Krueger moved and Gerritz seconded a motion to approve the library Director to approach the Estes Valley Recreation and Parks District with a proposal that the library district's commitment be limited to the library's prior plan - to install a kiosk and digital display in the lower level of the community center, and a digital display in the upper level lobby. Ayes all. **(16-15)**

#### **Action Items**

- Finance Committee – August YTD financials

Krueger stated he expects the library to receive a check from the Friends & Foundation in October to cover all past donor-designated funds.

Gerritz moved and Orten seconded a motion to accept the financial report. Ayes all. **(16-16)**

- Policy Committee – Gerritz

o Non-Library policy set: Exhibits, Petitions & Campaigning and Solicitation

Krueger moved and Hancock seconded a motion to approve the Non-library policy set. Ayes all. **(16-17)**

- Trustee Nominating Committee – Poggenpohl

o Committee membership update: Orten and Gerritz  
Orten reported there are three applications on file.

#### **Upcoming Trustee Meetings**

1. Study Session: Thursday, October 6, 2016

## 2. Regular Board Meeting: Monday, October 17, 2016

### Other Events

- Storybook Trail Grand Opening: Wednesday, September 21, 8:30a – east side of Stanley Park Playground
- Friends & Foundation Annual Membership Meeting: Thursday, October 13, 5:30p

The meeting adjourned at 8:26pm

### **[Attachments]**

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

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

Resolutions from September 19, 2016

**(16-14)** Orten moved, and Krueger seconded a motion to accept the September Consent Agenda. Ayes all.

**(16-15)** Krueger moved and Gerritz seconded a motion to approve the library Director to approach the Estes Valley Recreation and Parks District with a proposal that the library district's commitment be limited to the library's prior plan - to install a kiosk and digital display in the lower level of the community center, and a digital display in the upper level lobby. Ayes all.

**(16-16)** Gerritz moved and Orten seconded a motion to accept the year-to-date financial report. Ayes all.

**(16-17)** Krueger moved and Hancock seconded a motion to approve the Non-library policy set: Distribution of Non-Library Materials & Solicitations; Exhibits; and Petitions & Campaigning. Ayes all.

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**Sharon Poggenpohl, President**  
Estes Valley Public Library District  
Board of Trustees

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**Marjorie Hancock, Secretary**  
Estes Valley Public Library District  
Board of Trustees