

## **BOARD OF TRUSTEES MEETING**

Monday, December 11, 2017, 6:30pm Estes Valley Library / Hondius Room

President Bryson called the meeting to order at 6:30pm on Monday, December 11, 2017 in the Hondius Room at the Estes Valley Library. The following were present:

**TRUSTEES:** Don Bryson, President; Kaye Orten, Vice-President; Bill Gerritz, Secretary; John Krueger, Treasurer, Ann Coleman, Beth Ellis, David Hemphill.

**SUPPORT GROUP LIAISON:** Graham Russell, Sarah Walsh

**STAFF:** Claudine Perrault, Kieran Rowser

**GUESTS:** Keith Berndtson

Public Comments: Berndtson expressed that little reason exists for a library cardholder to check out an eBook: the sole advantage of an eBook is its price, and library books are free. Only two percent of the library's cardholders have checked out an eBook, according to Kathleen Kase. Nationally, eBook sales are decreasing, the reason being that eBook prices are rising. Price is the only advantage of an eBook, and this advantage is irrelevant to a library cardholder.

### **Consent Agenda**

*The Chair will remove any Consent Agenda item upon request by any Board Member. Items removed upon request will be considered separately by the Board immediately following action on the remaining Consent Agenda.*

1. Board of Trustees meeting Minutes: November 20, 2017
2. Income & Expense report: November 30, 2017 YTD

Krueger moved, and Orten seconded a motion to table the Consent Agenda until the January Board meeting. Ayes all. **(17-33)**

### **Strategic Discussion & Reports**

- Gov't Affairs – Bryson  
Bryson noted the second floor remodel is on schedule for completion and opening December 18.
- Downtown Development Plan Liaison – Krueger  
Krueger stated that the Downtown Plan is seen as a vision for the future, and the comments from November's report represented the contractor's view that an overarching group, like an Arts District, might be an appropriate way to progress implementation. However, no specific initiation of such a group is part of the current action.
- Library Director – Perrault  
No discussion.
- Friends & Foundation – Russell, President  
Concerning F&F book sales, Russell reported the F&F is normalizing pricing and making changes in vendor procedures. In the December book sale, the same amount of books were sold as in previous years, but purchases by local buyers increased 22%. Russell noted that sales of eBooks have gone down world-wide. Perrault responded that locally, the use of eBooks has been on the rise, but it is

not known if it's the same small number of people reading more. Perrault added that across the country all forms of library circulation have gone down. Kathleen Kase, Acquisitions Librarian, will report to the Board on circulation trends in March. Concerning Board members, Russell reported that the F&F wants to develop a plan to define what skills and expertise Board members need to have to be effective. In response to Gerritz' question about the progress of the F&F Board creating by-laws, Russell said that they're "about 75%" through the first draft. The Board is also working on policy documents. Krueger stated that the Board's investment policy appears "exemplary."

### **Action Items**

- Finance Committee: 2018 Budget Approval – Krueger  
Hemphill moved, and Gerritz seconded a motion to approve a Resolution to Adopt the Budget. Ayes all after discussion, with some minor additions to the Budget Message. **(17-34)**  
Discussion: After Perrault shared the Budget Message, Gerritz inquired as to what the "abatement" was. Perrault responded that it is money "owed" the taxing entity for back taxes and penalties, or other adjustments. The unusually large abatement is related to the settlement with the YMCA of the Rockies concerning their tax-exempt status. Orten suggested that this statement be added to the Budget Message, which Perrault agreed to do. Krueger emphasized that, through the ten-year projection, there will be no need to ask for an increase to the mill levy until later in the 2020s.

Krueger moved, and Orten seconded a motion to approve a Resolution to Set the 2018 Mill Levy. Ayes all. **(17-35)**

Krueger moved, and Orten seconded a motion to approve a Resolution to Appropriate Sums of Money. Ayes all. **(17-36)**

- Executive Session – Personnel Matter: evaluation of Library Director Claudine Perrault – President Bryson  
Bryson moved and Orten seconded a motion to adjourn for Executive session. Ayes all. **(17-37)**

Executive session convened 7:50pm  
Executive session adjourned 8:46pm

Bryson reported Perrault received a good assessment. Bryson stated Perrault needs a new job description and assessment tool. Perrault replied with her thanks, and that these would be part of the 2018 Strategic Staffing project. Bryson stated that the Board specifically appreciates Perrault's visibility in the community. A merit bonus will be determined.

### **Upcoming Trustee Meetings**

1. Regular Board Meeting: Monday, January 15, 2018

### **Other Events**

- 2<sup>nd</sup> Floor Opens: Monday, December 18
- Friends & Foundation Meeting: December 18, 2-4p Wasson Board Room
- Library CLOSED:
  - Sunday - Monday, December 24-25: Christmas Eve & Day
  - Monday, January 1, 2018 New Year' Day

The meeting adjourned at 9:00pm

Respectfully submitted,  
Bill Gerritz, Board Secretary  
Minutes prepared by Kieran Rowser

**[attachments]**

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

Resolutions from December 11, 2017

**(17-33)** Krueger moved, and Orten seconded a motion to table the December Consent Agenda until the January Board meeting. Ayes all.

**(17-34)** Hemphill moved, and Gerritz seconded a motion to approve a Resolution to Adopt the Budget. Ayes all after discussion, with some minor additions to the Budget Message.

**(17-35)** Krueger moved, and Orten seconded a motion to approve a Resolution to Set the 2018 Mill Levy. Ayes all.

**(17-36)** Krueger moved, and Orten seconded a motion to approve a Resolution to Appropriate Sums of Money. Ayes all.

**(17-37)** Bryson moved and Orten seconded a motion to adjourn for Executive session. Ayes all.

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**Don Bryson, President**  
Estes Valley Public Library District  
Board of Trustees

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**Bill Gerritz, Secretary**  
Estes Valley Public Library District  
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