

## **BOARD OF TRUSTEES MEETING**

Monday, May 18, 2015, 6:30pm Estes Valley Library / Wasson Room

President Plaut called the meeting to order at 6:30 pm on Monday, May 18, 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

**STAFF:** Claudine Perrault, Kieran Rowser, Suellen Brenner, Sarah Walsh

**SUPPORT GROUP LIAISON:** Bill Gerritz, Library Friends & Foundation

**Citizens:** Keith Berndtson

Public Comments: None

### **Consent Agenda**

1. Board of Trustees meeting Minutes: April 20, 2015

2. Income & Expense Report: April 30, 2015 Year-To-Date

Poggenpohl moved, and Hardin seconded a motion to accept the Consent Agenda.

Ayes all. **(15-13)**

### **Staff Introduction**

Welcome Suellen Brenner, Adult Services Supervisor

### **Strategic Discussion & Reports**

Government Affairs: Plaut: Study Session: Weapons in the Library:

Plaut stated the need to deliberate and decide what to do with a weapons policy. Plaut thus proposed placing an item on the agenda in an upcoming Board meeting to discuss the issue and then propose a resolution for the following Board meeting. This gives the public two opportunities to make comments. It comes down to “do we or don’t we” allow open carry in the library.

Hardin asked if the library could become part of the Town’s policy of no open carry in the Municipal Building. Plaut responded that the library district is a separate taxing entity and thus must have its own policy. Poggenpohl suggest, if the library decides to go with a no open carry policy, that the wording of the signage be run by the Estes Park Police Department to make sure it is serviceable. Plaut commented that this is a good idea; that coordination is a good idea.

Poggenpohl expressed concern that staff should be informed and aware since they’re on the “front line”. Perrault responded that the library educates staff on safety measures. Perrault continued that it’s basically up to each staff member to decide when they’re not feeling comfortable with any situation the library. Plaut inquired, if a draft of a weapons resolution were made available, would the staff be able to review it. Perrault replied in the affirmative.

Orten suggested wrapping a weapons policy in with the library’s current safety policy, but it would be good to see if the Town would find this acceptable. Bryson suggested having a policy run by the Estes Park Town Attorney to make sure the policy would be actionable by the police. Plaut stated that in addition to Bryson’s suggestion, the attorney also review the wording of any signage that may appear at the library’s entrance. Plaut also would like to see a fact sheet be made available to better educate library patrons with questions as to why such a policy would be enacted. Perrault expressed confidence the policy wording could fully explain what is necessary, sharing her preference to “keep it simple”. Bryson

asked if a policy draft could be brought to the next Board meeting for discussion. Bryson suggested putting a time limit on the discussion. Plaut then requested the Policy Committee put together a draft for the June Board meeting.

*ACTION: draft weapons policy for June meeting – Policy committee*

Government Affairs: Poggenpohl: Community Recreation Center project:

Plaut reported the time is drawing near to ask for funding for the Community Recreation Center. The Estes Valley Recreation and Parks District (EVRPD) wants to raise a substantial amount of money for the Center, potentially through both a tax question and a capital campaign. At the moment some large projects are on the library's plate, and the library would rather not compete for funds for any major library projects.

Poggenpohl reported that the library Board's letter to the EVRPD was well received. The Estes Park School District is also in favor of bringing a vote to the public sooner rather than later; that the school's Superintendent is fully in favor of a Community Recreation Center. Getting all the stakeholders coordinated – a challenging task – is the next step. All present at the most recent Community Recreation Center meeting were quite enthusiastic.

The EVRPD is not sure when or what type (bond issue, mill levy increase) vote would be sought. After a brief discussion on what role the library district might play in the establishment of a Community Recreation Center, Perrault stated that it is not yet known what expectations the EVRPD has for monetary outlay from the library district; it could amount to a substantial sum. Orten responded that with planned improvements to the library's second floor, the library would be seeking funds for two large projects. Plaut stated the need for clarification of potential conflicts that may arise from trying to fundraise for both the library project and the Community Recreation Center.

Poggenpohl asserted the Community Recreation Center is the EVRPD's project: the ball's in their court. Bryson said, with the library's centennial coming up, emphasis must be placed on the library's fundraising for library projects. Perrault inquired if the subject of the recreation center should continue to be placed on the Board's agenda each meeting. There was general consensus that it should be. Poggenpohl, in closing, stated that she feels that the library's Development Officer should only be raising funds for the library's portion of the recreation center, not for the project as a whole. Plaut agreed.

*ACTION: Add EVCRC Report to monthly agenda – Poggenpohl*

Finance Committee report: Treasurer Bryson & Orten

Bryson announced that Administrative Specialist Kieran Rowser has been appointed Investment Manager as required by the library's Finance Policy. Marsha Yelick has agreed to be an investment advisor. Friends & Foundation Treasurer Gerritz stated that Yelick has advised the Friends & Foundation and has been instrumental in sound investment strategies.

Friends & Foundation Report: Gerritz

The Friends & Foundation audit is complete. As of the end of 2013 total assets were \$1,219,000, and this increased by approximately \$100,000 in 2014. There is currently approximately \$300,000 available for use by the library. This includes 2015 commitments, totaling approximately \$135,000.

Director's Report: Perrault

Perrault expressed her thanks to Acquisitions Librarian Kathleen Kase and

Circulation Supervisor Peggy Moore for preparing a report on the proposed changes for the Digital Collection. Perrault continued, other Colorado libraries and public libraries across the country, are reporting a decrease in print circulation and an increase in digital circulation. A final report will be provided at a future Board meeting.

Bryson stated that he's concerned about approving changes to digital acquisitions prior to approval of the 2016 budget. Perrault replied that she would not officially ask for approval prior to the official budget, rather she'd be asking for preliminary approval of costs associated with a strategic action item. Plus, the Friends & Foundation are being asked to fund the project.

Poggenpohl sees this as an "experiment" to see if increasing the digital collection will produce a rise in checkouts of digital material. Plaut expressed that having expanded service would be valuable to him in that he reads a large amount of eBooks. Bryson stated that as an initial "experiment" he's in favor of funding from the Friends & Foundation. However, in the long run he feels that taxpayer money should be spent on collections as part of the operation of the library. Perrault suggested further discussion of the expanded digital collection would make a good study session topic.

Orten segued into stating she'd present an expenditure breakdown of all library expenditures to further clarify where the money's going at the June meeting.

Perrault gave a brief report on her recent visit to Sister City Monteverde, Costa Rica and the library project in Santa Elena.

#### Upcoming Meetings

1. Board Study Session: Thursday, June 4 – Tour of peer libraries TBA
2. Board Regular Meeting: Monday, June 15

#### Other Events

- Library Closed for Memorial Day holiday: Monday, May 25

Adjourned at 8:25pm

#### **[Attachments]**

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

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

Resolutions from May 18, 2015

**(15-13)** Poggenpohl moved, and Hardin seconded a motion to accept the May Consent Agenda. Ayes all.

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

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