

BOARD OF TRUSTEES MEETING

Monday, October 17, 2016, 6:30pm Estes Valley Library / Wasson Room

President Poggenpohl called the meeting to order at 6:31 pm on Monday, October 17, 2016 in the Wasson Room at the Estes Valley Library. The following were present:

TRUSTEES: Sharon Poggenpohl, President; Don Bryson, Vice-President; Marjorie Hancock, Secretary; John Krueger, Treasurer, Bill Gerritz.

SUPPORT GROUP LIAISON: Sarah Walsh, Development Officer (acting rep)

STAFF: Claudine Perrault, Kieran Rowser, Suellen Lawrence, Cheryl Homan-Wendell

GUESTS: Judy Fontius, Keith Berndtson

Public Comments: None

Consent Agenda

1. Board of Trustees meeting Minutes: September 19, 2016
2. Study session - 2017 Budget: October 6, 2016

Krueger moved, and Gerritz seconded a motion to accept the Consent Agenda, with the addition of the Income & Expense report. Ayes all. **(16-18)**

Staff Presentation

• Strategic Goal: "Satisfy Your Curiosity" – Suellen Lawrence, Cheryl Homan-Wendell, Adult Services

Discussion: Poggenpohl: The library has built programming around the wellness initiative. She feels the library should take credit for advancing wellness. Perrault responded that the library's doing an excellent job as a supporter of community wellness. Perrault suggested giving the Medical Center and REACH (Rural Estes Area Community Health) a little more time to take leadership. The library will remain a good supporter.

Strategic Discussion & Reports

Friends & Foundation – Walsh

Walsh reported that the F&F is working on getting a job description for the Executive Director position. One potential F&F Board member was interviewed, but no decision has been made.

Strategic Plan joint task force - Gerritz

Gerritz reported that he thought it was a great meeting, the conclusion being that now is not the time to go ahead. The Friends & Foundation is in rebuilding mode, and it would be best to defer the plan for one year. Part of the discussion was the concept of a "wedding registry," a list of things donors could sponsor/donate to. There would be different "pricing" increments.

Director's Report - Perrault

Concerning the second floor remodel plans/diagram: Perrault elaborated on Strategic Goal number 11: "Visit Your Comfortable space." Staff has made a slight revision to ensure the best design to achieve strategic goals: the addition of two small study rooms and a change to mobile lab training from stationary computers. Poggenpohl stated that her experience has been that "flex spaces" can be problematic as far as computer and furniture configuration is concerned. Perrault responded that this is

happening now, so staff is working on eliminating that problem. Poggenpohl has concerns but prefers the revision. She likes the Makerspace furniture layout. Gerritz agreed that there should be all laptops in the remodeled second floor, "Desktops are dinosaurs."

Bryson commented that the whole facility and total facility planning are not being looked at. Whatever is being done is for the short term. There is a lot of thinking that has to go into whole facility planning. Bryson would like to hear from the IT staff about design of space before signing off on any design plan. Perrault clarified that the board had already approved the 2nd floor remodel. This is merely an update and improvement to the existing plan: A change in operations (computing) and space (a fixed computer lab into two study rooms). It is her job not to surprise the board. This is a revision based on demonstrated need, shared months before implementation. Modern libraries are now built with movable walls, furnishings and casters shelves to more easily accommodate changing operational needs. Bryson affirmed his earlier comments.

Gerritz stated that the Board should not determine this level of design detail. "I don't want to decide where the walls go."

Krueger said the current plan is what the IT staff believes would serve the needs of the public in the medium term. Poggenpohl stated she'd like to see plans presented to the Board at an earlier time. Also that she'd like to see some documentation from staff on the use of the small meeting rooms to determine level of demand. Perrault suggested a facilities committee could be formed if the trustees wish for another large-scale facility planning process. The Board decided to have IT staff answer questions at the November Board meeting.

On another subject, Krueger expressed the desire to see One Book One Valley return in 2017. He has heard many comments from patrons who miss the community read program.

Action Items

- o Appoint liaison to Downtown Development Plan – Krueger
- o Poggenpohl expressed her appreciation to Krueger
- o Accept resignation of Trustee Debra Dullaghan. Ayes all. **(16-19)**

Finance Committee – Krueger

- o Accept Official 2017 Draft Budget
- o Review budget planning process

Bryson moved, and Gerritz seconded a motion to accept the Draft Budget and to publish the Notice of Budget. Ayes all. **(16-20)**

After a brief discussion Perrault agreed to send the Board the monthly financial spreadsheet in Excel format rather than in PDF format.

Nominating Committee – Gerritz & Orten

- o Approve recommendation of Beth Ellis, Ann Coleman and Judy Fontius for 2017 Trustee appointments

Poggenpohl moved, and Krueger seconded a motion to approve the recommendation for 2017 Trustee nominations: Ellis for a one-year term, and Coleman and Fontius for four year terms. Ayes all. **(16-21)**

In other business, Perrault recommends a representative of the State Library to come up for a full Board orientation in early 2017. The Board agreed.

Upcoming Trustee Meetings

1. Board Study Session: 2017 Budget Hearing (1st of 2) - Thursday, November

3, 2016

2. Regular Board Meeting: 2017 Budget Hearing (2nd of 2) Monday, November 21, 2016

Other Events

- Thursday, November 10, 4-7p – Philanthropy Day in Estes Park, YMCA
- Monday, November 14, 6:30p - Friends & Foundation Board of Directors Meeting

The meeting adjourned at 8:29pm

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

[Attachments]

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

Resolutions from October 17, 2016

(16-18) Krueger moved, and Gerritz seconded a motion to accept the October Consent Agenda, with the addition of the Income & Expense report. Ayes all.

(16-19) Accept resignation of Trustee Debra Dullaghan. Ayes all.

(16-20) Bryson moved, and Gerritz seconded a motion to accept the Draft Budget and to publish the Notice of Budget. Ayes all.

(16-21) Poggenpohl moved, and Krueger seconded a motion to approve the recommendation for 2017 Trustee nominations; Beth Ellis for a one year term, and Ann Coleman and Judith Fontius for four year terms. Ayes all.

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

Marjorie Hancock, Secretary
Estes Valley Public Library District
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