

## **BOARD OF TRUSTEES MEETING**

Monday, January 15, 2018, 6:30pm Estes Valley Library / Hondius Room

President Bryson called the meeting to order at 6:30pm on Monday, January 15, 2018 in the Wasson Room at the Estes Valley Library. The following were present:

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

**SUPPORT GROUP LIAISONS:** Jerry Strickland, Sarah Walsh

**STAFF:** Claudine Perrault, Kieran Rowser

**GUESTS:** Keith Berndtson

Public Comments: Berndtson inquired why not keep books longer? The public donates books because there are fewer books in the collection. The recent library survey was carefully written around questions about book preference. With a survey why not find out what people like and buy those books for them?

### **Action Items**

- Gov't Affairs– Bryson
  - Accept Trustee Re-appointments:
    - Beth Ellis and Bill Gerritz: January 1, 2018 – December 31, 2021  
Krueger moved, and Coleman seconded a motion to accept the appointments of Beth Ellis and Bill Gerritz to terms running from January 1, 2018 to December 31, 2021. Ayes all. **(18-01)**
  - Elect Board Officers  
Hemphill moved, and Gerritz seconded a motion to elect Don Bryson, President; Kaye Orten, Vice-President, John Krueger, Treasurer; Bill Gerritz, Secretary. Ayes all. **(18-02)**
  - Appoint Committee and Task Force assignments  
Krueger moved, and Coleman seconded a motion to accept Committee and Task Force appointments: Government Affairs: Bryson/Orten; Finance: Krueger/Hemphill; Policy: Gerritz/Coleman; Strategic Planning Task Force: Orten/Ellis; Nominating Task Force: Bryson/Orten. Ayes all. **(18-03)**
  - Approve Official Posting location of Board meeting Notices: Library Lobby community bulletin board and Website  
Hemphill moved, and Coleman seconded a motion to approve posting Board meeting notices on the community bulletin Board in the library lobby and the library Web site. Ayes all. **(18-04)**

### **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. Board of Trustees meeting Minutes: December 11, 2017
  3. Income & Expense report: November 30, 2017 Year-To-Date
  4. Income & Expense report: December 31, 2017 Year-To-Date
  5. In recognition of the Director's 2017 performance, give \$10,000 merit bonus
  6. Library Closure - Staff Development Day: Monday, October 8, 2018
- Krueger moved, and Gerritz seconded a motion to accept the Consent Agenda. Ayes all. **(18-5)**

### **Strategic Discussion & Reports**

- Gov't Affairs – Bryson

- Review board roles and responsibilities – work plan

Bryson reported the plan is currently a draft, to be reviewed and fleshed out at the February study session. Bryson also requested that Board members offer suggestions as to any other items that should be in the study sessions. Perrault repeated Ellis' recommendation that Board members use Google Calendar to establish availability of Board members, and to use Google Docs as a repository of Board documents. Perrault stated this is to assist Board members in having the most efficient means of knowing when and where meetings are, and also having an easy access to Board documents. Government Affairs committee asked that staff review options and report back.

- Library Director – Perrault

In response to Gerritz' question as to how much money was raised by the Friends & Foundation in 2017, Walsh reported \$360,000 had been raised.

Krueger requested clarification of Service Response 1 ("Build Successful Enterprises: Non-Profit & Small Biz Support.") Perrault responded that library membership in the Economic Development Corporation, Estes Valley Partners for Commerce and Estes Area Lodging Association is what the library can do in lieu of a single Chamber of Commerce. Krueger asked, "Why the Lodging Association?" Perrault responded that the Lodging Association identifies itself as the largest business interest group in the Valley, it is a good place to network to serve business interests. Further their membership can benefit from library services and programs.

Perrault suggested further discussion on whether staff or Board members act as liaison in various business organizations.

- Friends & Foundation – Jerry Strickland, Donor Records Secretary

The F&F Board currently has eight Board members, but wants eleven members. A member is leaving, so four new members are being sought. There'll be a recruiting session in February. Strickland requested new F&F Director suggestions from the Board of Trustees.

A ribbon cutting ceremony for the second floor will be January 26. All trustees invited to attend.

F&F by-laws are under review. A performance review has been completed for the Executive Director. Board member self-assessments have also been completed.

#### **Upcoming Trustee Meetings**

1. Board Study Session: Thursday, February 1, 2018 – **new time**: 6:30p
2. Regular Board Meeting: **Tuesday**, February 20, 2018, 6:30p

#### **Other Events**

- Friday, January 26, 5:30p: 2<sup>nd</sup> Floor Ribbon Cutting Celebration
- Friday, February 9: United for Libraries Institute: ALA Midwinter
- **Monday, February 19: Library CLOSED** - President's Day
- Week of February 26 \*TBA: Trustee tour of Estes Valley Community Center\*
- Monday, February 26: Friends & Foundation Meeting

The meeting adjourned at 8:07pm

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

**[attachments]**

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

Resolutions from January 15, 2018

**(18-01)** Krueger moved, and Coleman seconded a motion to accept the appointments of Beth Ellis and Bill Gerritz to terms running from January 1, 2018 to December 31, 2021. Ayes all.

**(18-02)** Hemphill moved, and Gerritz seconded a motion to elect Don Bryson, President; Kaye Orten, Vice-President, John Krueger, Treasurer; Bill Gerritz, Secretary. Ayes all.

**(18-03)** Krueger moved, and Coleman seconded a motion to accept Committee and Task Force appointments: Government Affairs: Bryson/Orten; Finance: Krueger/Hemphill; Policy: Gerritz/Coleman; Strategic Planning Task Force: Orten/Ellis; Nominating Task Force: Bryson/Orten. Ayes all.

**(18-04)** Hemphill moved, and Coleman seconded a motion to approve posting Board meeting notices on the community bulletin Board in the library lobby and the library Web site. Ayes all.

**(18-05)** Krueger moved, and Gerritz seconded a motion to accept the January Consent Agenda. 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  
Board of Trustees