

Estes Valley Public Library District
BOARD OF TRUSTEES MEETING MINUTES

Monday, September 17, 2018, 6:30pm
Estes Valley Library / Wasson Board Room

President Bryson called the meeting to order at 6:30 pm on Monday, September 17, 2018 in the Wasson Board Room at the Estes Valley Library. The following were present:

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

FRIENDS & FOUNDATION: Sarah Walsh, Graham Russell, Diane Shriver

STAFF: Claudine Perrault, Jamie Murphy, Mark Riffle

PUBLIC GUESTS: Keith Berndtson

Public Comments: None.

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: August 20, 2018
2. Income & Expense reports: August 2018 YTD
3. Study Session – Director Appraisal: September 6, 2018

Gerritz moved and Orten seconded a motion to accept the consent agenda. Ayes all.
(18-18)

Staff Presentation

Quarterly Facility Report – Mark Riffle, Supervisor of IT & Facilities

Riffle reported on the ADA project, developments on the first floor, plans for the staff break room, and Makerspace operations.

Discussion: Krueger and Bryson reminded the sooner an estimate for the Break room can be provided, the better. Riffle acknowledged and said he'd keep the board up to date with quarterly reports.

Gerritz wishes to see the Makerspace as a catalyst for more high school aged patrons using the library. Perrault agreed.

In response to Krueger's question of whether or not the Makerspace is within budget, Riffle explained it is, for the 10-15 top-ranked Subject results from the Makerspace patron survey areas for equipment. Krueger, Walsh, and Riffle agreed that moving forward on additional equipment will and should be fundraised for.

Strategic Discussion & Reports

- Gov't Affairs – Bryson

Diane Shriver announced a special after-hours event on October 5 that will raise money for the digital collection. Tickets for the after-hours event are \$50 and include food and an adult libation. A professional auctioneer will guide patrons through the components of the collection, then patrons will offer dollar amounts.

Shriver reminded about the all-day mini golfing that will take place on the first floor for the general public on October 5 and 6: Individuals \$5, families for \$20. Additionally, a book sale will take place on the second floor. Book sale entrance is free.

Walsh announced this is the first time it is known ahead of time that 70% of the annual (\$25,000) goal has already been reached. A big thank you to Special Events Chair Diane Shriver.

Bryson reminded the Board of Trustees that being members of the Friends & Foundation as well as attending Friends & Foundation events helps the F&F to win grants.

- Finance - Krueger

The Town of Estes Park has agreed to extend IGA accounting services through 2019.

Gerritz, Hemphill, Krueger, and Perrault attended CALCON (Colorado Assoc. of Libraries Conference). Perrault and Krueger's presentation on the Estes Valley Library Board's communication standards attracted over 20 participants.

The Colorado Legislative 'Alternatives to Gallagher Interim Study Committee' continues to review solutions. Krueger explained that because we had a special abatement last year our taxes will be lower next year, and that if nothing happens with Gallagher (and it goes into effect as-is) there will be a 15% reduction to our income in 2020. If we kept our same level of programs and services, our long-term reserve would deplete around 2024 instead of the current projection of 2028.

Krueger remains concerned about the 45/55% split, where 45% is residential and 55% includes non-residential, vacant land, and farmland. Bryson commended the bipartisan lobbying taking place between the library and the state. Krueger advised everyone to visit their legislators.

- Library Director – Perrault

Perrault confirmed the new Director/Staff Report will be quarterly in an attempt to deliver more valuable information including statistics and patron quotes, among other items, which will help assess whether or not we hit our service targets. Perrault will continue to report to the board monthly.

Regarding *College Planning 1:1*, Orten is satisfied with the number of attendees last year and this year, especially considering this program is supplemental to what the high

school is already requiring students to partake in. She is pleased to be a non-institutional voice for students and parents and to bring some calm to families during an often anxious time. Orten is concerned with the need to broaden families' perspectives about college options; ideally families would be advised to look at schools outside of the sure-fit options.

Perrault voiced her commitment to helping provide the connection of college planning services to families of Estes Park High School, homeschooling, and Eagle Rock; *all* parents and students should be hearing from both the school and library.

Krueger noted there are many more drop offs than pickups at The Twig.

There is discussion underway between Perrault, Walsh, and Volunteer Coordinator Joanna Stensland about how to best classify library volunteers. Some of whom volunteer for the Library District (a government agency) and some of whom volunteer for the non-profit Friends & Foundation. Of course, some residents volunteer for both.

- Friends & Foundation – Russell

The F&F is searching for two new board members.

For November 1 mailing, Friends & Foundation board members will sign about 75 letters with personal notes to patrons who have not yet donated this year. We will again participate in Colorado Gives Day.

Action Items

- Nominating Task Force – Hemphill & Gerritz
 - Recommend Kay Weston and Liz Zornes for terms beginning in 2019

Krueger moved and Orten seconded a motion to approve the recommendation to appoint Kay Weston and Liz Zornes for terms beginning in 2019.

Discussion: It was further recommended that Liz Zornes be appointed the 4 year term and Kay Weston the 1 year term. Hemphill explained that the Nominating Task Force used Ray Nieder's Nominating Task Force white paper to manage the process and assess candidates.

Bryson asked if the mover, Krueger, and the seconder, Orten, would agree to a friendly amendment to appoint Zornes to a 4-year term beginning 2019 and Weston to a 1-year term beginning 2019. Both agreed. Ayes all. **(18-19)**

Perrault will submit written notice of the recommendation to the appointing bodies - Town of Estes Park and Board of Larimer County Commissioners - which each have 90 days to respond, otherwise Zornes and Weston approve by default. Both appointing bodies have reliably placed library board recommendations onto their agendas in a timely manner.

- Finance Committee – Krueger & Hemphill
 - Pre-approve a formal letter from the Board of Trustees to the individuals of the Colorado Legislative Study Committee regarding support for various Alternatives to the Gallagher Amendment.

Krueger moved and Gerritz seconded a motion to pre-approve the formal letter from the Board of Trustees to the individuals of the Colorado Legislative Study Committee regarding support for various Alternatives to the Gallagher Amendment. Ayes all. **(18-20)**

Bryson instructed the Government Affairs Committee to deliver the final letters prior to October 3.

Upcoming Trustee Meetings

- Board Study Session: Thursday, October 4, 2018, 6:30p
- Regular Board Meeting: Monday, October 15, 2018, 6:30p

Other Events

- September 20 - Library Friends & Foundation: Annual Meeting (5pm early closure)
- October 8 - Library Closure: Staff Development Day (Columbus Day)

The meeting adjourned at 8:18

Minutes prepared by Jamie Murphy

Respectfully submitted,
Bill Gerritz, Board Secretary

[attachments]

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

Resolutions from Monday, September 17, 2018

Gerritz moved and Orten seconded a motion to accept the September Consent Agenda. Ayes all. **(18-18)**

Bryson amended the motion to approve the recommendation to appoint Zornes to a 4-year term beginning 2019 and Weston to a 1-year term beginning 2019. Ayes all. **(18-19)**

Krueger moved and Gerritz seconded a motion to pre-approve the formal letter from the Board of Trustees to the individuals of the Colorado Legislative Study Committee regarding support for various Alternatives to the Gallagher Amendment. Ayes all. **(18-20)**

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

Bill Gerritz, Secretary
Estes Valley Public Library District
Board of Trustees