

Estes Valley Public Library District
BOARD OF TRUSTEES MEETING MINUTES

Monday, October 15, 2018, 6:30pm
Estes Valley Library / Wasson Board Room

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

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

SUPPORT GROUP LIAISON: Graham Russell

STAFF: Claudine Perrault, Jamie Murphy

GUESTS: Keith Berndtson, Liz Zornes, Kay Weston

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: September 17, 2018
2. Income & Expense report: September 2018 YTD
3. Study Session – 10-Year Financial Plan: October 4, 2018

Gerritz moved and Ellis seconded a motion to accept items 2 & 3 of the consent agenda; the September Minutes will be revised and added to November's consent agenda. Ayes all. **(18-21)**

Strategic Discussion & Reports

- Gov't Affairs – Bryson

Bryson asked Perrault to speak about the EBSCO/CLIC lawsuit. Perrault explained EBSCO provides research databases to schools and libraries, and CLIC is a statewide broker for many databases, including EBSCO. The Estes Valley Library subscribes to two EBSCO products, Consumer Reports Online and Novelist select (a 'readers advisory' tool that helps patrons explore read-alikes and other genres of interest).

Perrault explained CLIC & EBSCO are accused of delivering sexually explicit material to children, and have called subscribing libraries purveyors of pornography. This tactic has been successful in some areas of Colorado - dozens of school districts have dropped EBSCO products, even though the accusation is unsubstantiated. Perrault stated that public libraries take great care and pride in caring for children. She expressed her sincere hope that the name-calling and social media bullying will end at the

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courthouse. Perrault has invited Jim Duncan of CLiC to address library staff and trustees about the issue in December.

- Friends & Foundation – Russell

Russell preliminarily reported that income from the used book sales has steadily declined for several years. The highest gross revenue happened in 2011 even with two additional sales in 2018. This combined with the loss of storage at the town; the loss of the Ridgeline Hotel as an affordable book sale location; and there being no book sale chair which detracts from Sarah Walsh's main fundraising tasks, has lead the F&F to reexamine the book sales including an alternative location or stopping the sales altogether. A proposed solution to the F&F board will occur on October 22.

- Library Director – Perrault

- Reformat of 2019 Budget (HR Plan); Operational updates

Perrault thanked the board for closing for Staff Development Day, explaining that staff learned about mental health first aid and the many components of human services that are lacking in Estes Park. We look forward to interviewing local professionals so we can create a web page directory that connects people with services. Linda Wisneski is our library point person for this project and we expect the web page to be live January 2019.

Gerritz commended the effort of the library to connect patrons with mental health resources.

Bryson acknowledged that people in need ultimately must commit to helping themselves, but it would be great if staff could help by learning how to point patrons to specific resources.

Ellis said building empathy within the staff is important and while they won't be able to solve everything, helping by sharing resource information is valuable.

Perrault urged the board to attend the *Tackling Wicked Problems* event at the Community Center, put on in collaboration with the League of Women Voters and Estes Valley Restorative Justice. The library will continue to invite skilled professionals to host important dialogues.

The two library board nominations are on the town's consent agenda for next week.

Bryson asked the board's opinion on whether or not the lobby bulletin board is too cluttered, making it ineffective. Hemphill offered that he looks at the board if he is waiting for a ride, but otherwise he doesn't make it a point to stop.

- Finance Committee – Krueger
 - Gallagher amendment

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Krueger explained the legislative council is considering a regional residential assessment rate. A full repeal of Gallagher is still possible. Krueger confirmed this means each region will be looked at separately for the 45/55 split.

Hemphill looks forward to researching more about how the regions would work.

Krueger confirmed we will not be potentially affected until 2020.

- Policy Committee - Gerritz
 - Discuss Program & Partner Policy (GROUP set)

Removed from the Agenda until December.

Action Items

- Policy Committee – Gerritz & Coleman
 - Approve Makerspace and Meeting Room policies (GROUP set)

Removed from the Agenda until December.

- Finance Committee – Krueger & Hemphill
 - Approve purchase of Epilog laser cutter at \$10,795 for use in the Library Makerspace

Krueger moved and Gerritz seconded a motion to approve the purchase of the Epilog laser cutter at \$10,795 for use in the Library Makerspace

Ayes all. **(18-22)**

- Accept Official 2019 Proposed Budget

Krueger moved and Ellis seconded a motion to accept the Official 2019 Proposed Budget. Ayes all. **(18-23)**

Discussion:

Perrault explained there is a formatting change that reflects the redistribution of staff, their respective teams and associated expenses. It will take about three years for redistributed employees' compensation to zero out. Perrault is confident this is a sensible way to begin tracking compensation post departmental restructuring.

Krueger added that this brought the service categories from 4 to 3 which simplifies processes for the financial committee.

Hemphill acknowledged this is timely as we will soon work with a new bookkeeper.

Bryson added that in 2019 we'll use Kieran Rowser and the Town's bookkeeper simultaneously, but when we employ our own bookkeeper we will want a second set of eyes. Perhaps a CPA in 2020?

Krueger and Hemphill suggest establishing a new system using Quickbooks, although they have not yet looked into cost. Hemphill expressed he would like to research Quickbooks further before we commit. Perrault affirmed.

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Krueger reported we are still in the black for 2019.

Bryson asked Perrault to elaborate on the \$15,000 for a new Integrated Library System (ILS). Perrault reported we are currently under budgeted for a new ILS but we believe there are better products at prices similar to what we currently pay for TLC. In 2019 we review options.

Perrault is confident our current digital collection contracts are as good as they'll get. Resource Sharing Librarian Wendy Corcoran is speaking with vendors and clients while creating a decision tree. The consensus is that a 2 month transition time followed by 4 months of discomfort should be expected.

Ellis suggested not switching vendors mid year. She also advised we note the differences in user interfaces, as she finds it unfortunate that while inside Eagle Rock's catalog, it does not look/feel like the rest of the Eagle Rock website.

Perrault explained we have preliminarily considered branching out to local schools with the new product and if that happens, perhaps Ellis should be involved in the creation of questions we ask all potential vendors.

Perrault confirmed that \$22,000 for building & repairs could increase once we receive official costs for ADA compliance modifications.

Perrault, Bryson, and Krueger discussed the \$85,000 for HVAC and how the 3 rooftop estimates received are high. Bryson wondered if we might do one roof at a time and not all three. Krueger offered that bringing a crane in multiple times (and closing the library) might not be best practice. Perrault is determined to find a reasonable quote and have all three done at the same time. She will report back at the November meeting.

- Publish Notice of Budget

Krueger moved and Gerritz seconded a motion to publish the Notice of Budget. Ayes all. **(18-24)**

Upcoming Trustee Meetings

- Board Study Session: 2019 Budget Public Hearing 1 - November 1, 2018, 6:30p
- Regular Board Meeting: 2019 Budget Public Hearing 2 - November 19, 2018, 6:30p

Other Events

- October 17 – Tackling Wicked Problems: the New Public Participation: 6-8pm
- October 22 - Library Friends & Foundation meeting: 2-4p

Krueger strongly suggested everyone educate themselves on Amendment 73. He is concerned its passage could negatively affect the library. Bryson pointed out that while

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the proposed amendment mentions “school districts only,” the language should still be carefully dissected to reveal its potential impact on the Estes Valley Library. Krueger agreed.

The meeting adjourned at 7:44 pm.

Minutes prepared by Jamie Murphy

Respectfully submitted,
Bill Gerritz, Board Secretary

[attachments]

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Resolutions from October 15, 2018

(18-21) Gerritz moved and Ellis seconded a motion to accept items 2 & 3 of the consent agenda; the September Minutes will be revised and added to November's consent agenda. Ayes all.

(18-22) Krueger moved and Gerritz seconded a motion to approve the purchase of the Epilog laser cutter at \$10,795 for use in the Library Makerspace
Ayes all.

(18-23) Krueger moved and Ellis seconded a motion to accept the Official 2019 Proposed Budget. Ayes all.

(18-24) Krueger moved and Gerritz seconded a motion to publish the Notice of Budget.
Ayes all.

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

Bill Gerritz, Secretary
Estes Valley Public Library District
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