



## Call to Order / Welcome – Lynn Lawson, President

Public Comments - *The public is invited to provide comment at the beginning of each regular meeting. Any person or group wishing to speak is requested to sign in prior to the meeting indicating the issue they are addressing. The time for comments is limited to 3 minutes. The Board will listen but may not comment and no action will be taken during the time period. However, the full Board may give direction to staff following a presentation.*

## Consent Agenda

*The President / presiding Officer 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: January 16, 2023
2. Income & Expense Year-to-date Report: January 2023
3. Study Session: Effectively responding to Reconsideration requests

## Strategic Discussion & Reports

- Gov't Affairs Committee – Lawson & Weston
  - Study Session debrief
- Finance Committee – Johnson & Hemphill
  - Start of Financial Audit
- Facilities Task Force - Hemphill & Krueger
- Director's Report – Director Perrault
- Friends & Foundation - Director Walsh

## Action Items

- Gov't Affairs Committee – Lawson & Weston
  - Appoint Strategic Plan task force
  - Appoint Don Bryson to Facilities task force

## Upcoming Meetings of the Board of Trustees

1. Board Study Session: Library Communications Plan, March 2, 2023, 6:30p (**Wasson Room**)
2. Board Regular Meeting: March 20, 2023, 6:30p (**Wasson Room**)

## Other Events

- Friends & Foundation Board Meeting: March 23, 2023, TBD

## Adjourn

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### LIBRARY MISSION STATEMENT:

To bring people, ideas and opportunities together  
for the enrichment of our community

**Estes Valley Public Library District**  
**BOARD OF TRUSTEES MEETING MINUTES**

Monday, January 16, 2023 at 6:0pm  
Estes Valley Library / Wasson Room

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**Call to Order / Welcome** – John Krueger, called the meeting to order at 6:31 pm. The following were present:

**TRUSTEES:** Lynn Lawson, President; Kay Weston, Vice-President; John Krueger, Secretary; Pete Johnson, Treasurer (by phone); Anne Dewey; Beth Ellis; David Hemphill

**FRIENDS & FOUNDATION LIAISON:** Sarah Walsh; Kathy Groesbeck

**STAFF:** Claudine Perrault; Cindy Seckman; Joanna Stensland

Public Comments: None

**Consent Agenda**

1. Board of Trustees Meeting Minutes: December 12, 2022
2. Income & Expense Year-to-date Report: November & December 2022

**Hemphill moved to approve the January Consent Agenda. Lawson seconded the motion. Ayes all (23-01)**

**Action Items**

- Gov't Affairs Committee – Krueger & Lawson
    - Elect 2023 Board Officers - call for nominations  
**Krueger moved to accept the resolution to approve the following slate of 2023 officer appointments.**
      - **Lynn Lawson as President**
      - **Kay Weston as Vice-President**
      - **John Krueger as Secretary**
      - **Pete Johnson as Treasurer**
- Ellis seconded. Ayes all (23-02)**

Krueger passed the meeting to President Lawson.

- Appoint 2023 Committee & Task Force assignments:  
The following appointments were made by President Lawson.
  - Gov't Affairs: Lynn Lawson & Kay Weston
  - Finance Committee: Pete Johnson & David Hemphill
  - Policy Committee: John Krueger & Anne DeweyLawson also appointed a Facilities Task Force made up of John Krueger and David Hemphill. The task force will support the Director and staff in Facilities and staff housing matters.
- Approve Official 2023 posting location of Board meeting notices: Library website and Library Lobby community bulletin board  
**Krueger moved and Dewey seconded the motion to approve the 2023 posting locations of Board meeting notices: the Library website and the Library lobby community bulletin board. Ayes all (23-03)**

## Strategic Discussion & Reports

- Gov't Affairs Committee – President Lawson
  - Director 2023 Performance Plan  
Lawson invited trustees to bring up any thoughts or questions on the Director 2023 Performance Plan.
  - Housekeeping: calendaring for the year/travel dates  
Board Action: Trustees are to let the Director know of any absences during 2023.
  - Town Parking Revenue Task Force  
Krueger updated the Board on developments with the Town Parking Revenue Task Force. Suggestions on how to spend the revenue were gathered from the public and categorized and prioritized for recommendation to the Town board later this spring. Lawson thanked Krueger for representing the Library.
- Finance Committee – Treasurer Johnson  
December financials are ready but the 13th month will give the final numbers. That report is generally available in March of each year.
- Library Report – Director Perrault
  - Perrault highlighted aspects of the Monthly Admin Report. Board Action: Lawson invited trustees to submit study session ideas to the Gov't Affairs Committee. Perrault also highlighted the promotion of Barbara Jo Limmiatis to Program & Outreach Supervisor and the hiring of two new Patron Services team members.
  - 2022 Statistics & Reporting  
Perrault summarized aspects of the 4th Quarter Strategic Report based on the **2022 Operating Plan**. DIBELS score goals were reached by the School District. Teen programs have been going well. Almost all goals were met and exceeded. STAFF ACTION: Perrault will check how the ILL circulation numbers are calculated.
  - 2023 Operating Plan  
Perrault also highlighted the new keystones and targets for the **2023 Operating Plan**: Follow up on 5 recommendations from the CNA and focus on the National Star Library metrics. Finally, the State Library is ready to facilitate the creation of the Library's next 3-5 year Strategic Plan. Perrault will put together a Strategic Planning Task Force which will include two trustees, to prepare plans for 2024-2028.
- Library Friends & Foundation Report - Walsh  
Walsh gave a report on Friends & Foundation activities which included a Board of Director facilitated retreat and the upcoming membership mailing. Kathy Groesbeck, new Friends & Foundation Board President, introduced herself.

## Upcoming Meetings of the Board of Trustees

- Board Study Session: Responding to Reconsideration Requests. Thursday February 2, 2023 (Wasson)
- Regular Meeting: Monday February 20, 2023, 6:30p (Wasson)

## Other Events

- Library Friends & Foundation Board Meeting: February 23, 2023
- February 7, 2023: The Estes Park Woman's Club and the Library are sponsoring a visiting author at the High School auditorium. Trustees are invited to attend and to contact Dewey for details.

**Adjourn**

Lawson adjourned the meeting at 7:40 pm.

Minutes prepared by Joanna Stensland

Respectfully submitted,  
John Krueger, Board Secretary

**[attachments]**

**ESTES VALLEY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES**  
Resolutions from January 16, 2023

(23-01) Hemphill moved to approve the January Consent Agenda. Lawson seconded the motion. **Ayes all**

(23-02) Krueger moved to accept the resolution to approve the following slate of 2023 Officer appointments.

- Lynn Lawson as President
- Kay Weston as Vice-President
- John Krueger as Secretary
- Pete Johnson as Treasurer

Ellis seconded. **Ayes all**

(23-03) Krueger moved and Dewey seconded the motion to approve the 2023 posting locations of Board meeting notices: the Library website and the Library lobby community bulletin board. **Ayes all**

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**Lynn Lawson, President**  
Estes Valley Public Library District  
Board of Trustees

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**John Krueger, Secretary**  
Estes Valley Public Library District  
Board of Trustees

# ESTES VALLEY LIBRARY - BOARD OF TRUSTEES - 2022 INCOME & EXPENSE REPORT

As of 1/31/2023 8.3% of Year Elapsed

<b>GENERAL FUND</b>				
<b>OPERATING REVENUE</b>				
REVENUE	<b>BUDGET</b>	<b>YTD 2023</b>	<b>% BUDGET</b>	
TAXES	\$2,106,526	\$80,375	4%	
INTERGOVERNMENTAL REVENUE	\$0	\$0	0%	
FEES AND INTEREST	\$124,686	\$13,026	10%	
DONATIONS/OTHER REVENUE	\$373,653	\$16	0%	
<b>TOTAL REVENUE</b>	<b>\$2,604,865</b>	<b>\$93,417</b>	<b>4%</b>	
<b>OPERATING EXPENDITURES</b>				
<b>SERVICES</b>				
PATRON SERVICES	\$317,103	\$21,397	7%	
PROGRAM & OUTREACH	\$624,728	\$38,447	6%	
TECHNICAL SERVICES	\$644,122	\$81,053	13%	
<b>SERVICE</b>	<b>\$1,585,953</b>	<b>\$140,896</b>	<b>9%</b>	
<b>SUPPORT</b>				
ADMINISTRATION	\$773,373	\$64,222	8%	
BUILDING	\$190,295	\$42,133	22%	
CAPITAL	\$15,370	\$0	0%	
<b>SUPPORT</b>	<b>\$979,038</b>	<b>\$106,355</b>	<b>11%</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$2,564,991</b>	<b>\$247,252</b>	<b>10%</b>	
<b>EXCESS - REVENUE OVER EXPENSE</b>	<b>\$39,874</b>	<b>-\$153,835</b>		
<b>CAPITAL RESERVE FUND</b>				
<b>BEGINNING RESERVE BALANCE</b>	\$233,000	\$239,230	103%	
FEES AND INTEREST	\$4,600	\$904	20%	
<b>TOTAL FUND BALANCE &amp; REVENUE</b>	<b>\$237,600</b>	<b>\$240,134</b>	<b>101%</b>	
<b>EXPENDITURES</b>				
SINGLE ROOF & FLAT ROOF REPLACEMENT	\$84,000	\$0	0%	
PAINT & SEAL EXTERIOR WOOD SIDING	\$16,000	\$0	0%	
ARCHITECT	\$50,000	\$0	0%	
AV MEETING ROOM PROJECT	\$40,000	\$0	0%	
<b>TOTAL EXPENDITURES</b>	<b>\$190,000</b>	<b>\$0</b>	<b>0%</b>	
<b>EXCESS - REVENUE OVER EXPENSE</b>	<b>\$47,600</b>	<b>\$240,134</b>	<b>504%</b>	
<b>TOTAL FUND(S) BALANCE</b>				
	OPERATING ACCOUNT	\$179,417		
	SHORT-TERM OPERATING RESERVE	\$643,699		
	LONT-TERM OPERATING RESERVE	\$2,185,694		
	CAPITAL REPLACEMENT RESERVE	\$234,107		
<b>TOTAL GENERAL FUND + CAPITAL RESERVE FUND BALANCE</b>		<b>\$3,242,917</b>		

## Libraries, the Courts, and Restrictions

### The Constitution - 1<sup>st</sup> and 14<sup>th</sup> Amendment Foundations

The Constitution affirms 4 *Grand Freedoms*: Speech, Press, Religion, Assembly

1<sup>st</sup> Amendment. Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the government for a redress of grievances.

14<sup>th</sup> Amendment. No State shall make or enforce any law which shall abridge the privileges or immunities of citizens of the United States; nor shall any State deprive any person of life, liberty, or property, without due process of law; nor deny to any person within its jurisdiction the equal protection of the laws

### Key Precedents

**1943 – West Virginia v Barnette:** Limiting state power to require conformity.

Nearly 80 years ago, The State of West Virginia enacted a requirement that students salute the U.S. flag to gain access to public education. Walter Barnette sought relief from the law as it violated his religious beliefs. The court affirmed Barnette's rights to abstain on both freedom of religion and speech grounds. Justice Robert Jackson wrote for the majority,

*The very purpose of a Bill of Rights was to withdraw certain subjects from the [vicissitudes](#) of political controversy, to place them beyond the reach of majorities and officials and to establish them as legal principles to be applied by the courts. One's right to life, liberty, and property, to free speech, a free press, freedom of worship and assembly, and other fundamental rights may not be submitted to vote; they depend on the outcome of no elections.*

**1969 – Tinker vs. Des Moines Schools:** Requiring Boards to limit decisions by the Bill of Rights.

In 1965, Des Moines Public Schools officials learned that students were planning on wearing armbands to honor those dying in the Vietnam War. As a preemptive measure, the school board banned armbands. When thirteen-year-old Mary Beth Tinker wore an armband at school, she was suspended from school. She sought relief, the court affirming her rights of free speech. The case is often cited as foundational to library disputes – that students have free speech rights; that there needs to be obvious, compelling reasons to limit those rights; that boards are the state and subject to the boundaries of the 1<sup>st</sup> and 14<sup>th</sup> amendments.

Fortas wrote for the majority,

*"The Fourteenth Amendment, as now applied to the States, protects the citizen against the State itself **and all of its creatures** -- Boards of Education not excepted. These have, of course,*

*important, delicate, and highly discretionary functions, but none that they may not perform within the limits of the Bill of Rights...*"

#### **4 Recurring, Precedent Obligations Relevant to Library Service:**

1. A tax-supported library is the state serving within constitutional and legal boundaries.
2. As such, we must serve everyone – the popular and unpopular alike.
3. Freedom limitations must demonstrate a compelling public interest.
4. Libraries are not parents and do not act in the place of parent (*in loco parentis*).

**1992 - Kreimer v. Bureau of Police:** Restrictions should be content-neutral.

Richard Kreimer, a homeless man, brought a First Amendment challenge against a public library in New Jersey after he was expelled on multiple occasions for violating various rules regarding patron conduct. One of the library rules stated, "Patrons whose bodily hygiene is offensive so as to constitute a nuisance to other persons shall be required to leave the building." The library argued that the rule protected its significant interest in ensuring that all patrons of the library could use its facilities to the maximum extent possible. The court upheld this rule under the First Amendment, reasoning that it was a content-neutral restriction that was narrowly tailored to serve a significant government interest and it left ample alternative channels of communication.

**2000 – Sund v City of Wichita Falls:** Public sentiment is not grounds for content restriction.

Beginning in 1997, patrons of the Wichita Falls Public Library started a campaign against two books: *Heather Has Two Mommies* and *Daddy's Roommate*. Both books were children's books on the subject of same-sex parents. Two years later after the Library Advisory Board rejected requests to remove the books from the children's area of the Library, the Wichita Falls City Council passed what was known as the "Altman Resolution." Pursuant to this Resolution, if at least 300 adult library patrons signed a petition regarding a specific publication in the children's area of the Library, that publication could be removed and placed into the adult area of the Library. The Resolution was challenged under the United States Constitution and the Texas Constitution on First Amendment grounds. The federal district court sitting in Texas held that the Resolution violated both the Texas and U.S. Constitution by prohibiting the right to receive information based on its content, and further opining that the Resolution was not narrowly tailored to serve a compelling state interest. The court explained that even if the books weren't being removed entirely from the public library, their shift to the adult section placed a significant burden on library patrons' ability to access those books in violation of the First Amendment.

**2002 - Gay Guardian Newspaper v. Ohoopsee Regional Library System:** Consistency is key in restricting Library resources.

The Ohoopsee Regional Library System had a "free literature" lobby table set up. One of the materials included on the table was a homosexual advocacy publication called *The Gay*



Guardian. After receiving objections about the publication, library staff removed The Gay Guardian and limited the table offerings to government and library-generated material only. Presumably this also removed other privately sourced materials from the lobby table, and the library staff believed that patrons could still access both this content and all other materials from private-content providers that had been removed from the table at a new location inside of the Library.

Ronald Marcus, owner of the The Gay Guardian, sued the library asserting a violation of his First Amendment right. The federal district court<sup>6</sup> held that the library, having created a hybrid limited and non-public forum<sup>7</sup> in the front lobby, could change material, even with “censorious intent,” so long as “the resulting effect is content-neutral.” In this case the court actually viewed the library’s initial removal of all privately generated material as an intentional act of censorship, due to the limited complaints focused on The Gay Guardian publication. However, because all privately generated material, regardless of content, was affected equally, the court found that the library did not violate the owner’s First Amendment rights.

**2003 – Counts v Cedarville School District:** Libraries may provide parents with the means to make decisions, but cannot require parental approval of content for use.

In 2003, the Cedarville School District made a policy creating a requirement that parents sign a permission slip before students could loan Harry Potter books from school libraries. The school district stated that they thought that the Harry Potter books might be disruptive to the educational experience and contained subject matter that parents might find objectionable. Bill Ray and Mary Nell Counts, parents of students at the school, brought suit alleging that their rights under the 1<sup>st</sup> and 14<sup>th</sup> Amendments were abridged by the schools limiting student access to books in the library collection. The District lost the case in District Court in a summary judgment since it didn’t show a compelling state interest or any regard for student constitutional rights (Tinker). The District was forced to discontinue their practice and pay court costs.

**2012 - Doe v. City of Albuquerque:** Customer history is not proper grounds for restriction.

John Doe, a registered sex offender, brought a challenge under the First Amendment against a ban enacted by the City of Albuquerque that prohibited sex offenders from entering the City’s public libraries. This case is useful for purposes of analyzing possible regulation of persons rather than materials within the library, even though the result was against the City of Albuquerque.

In this case the Tenth Circuit Court of Appeals (which also hears Colorado cases) overturned the City’s ban on a technicality before reaching the merits of the argument. The City erroneously believed that it did not have the burden of proving that a content-neutral ban was permissible and would survive intermediate scrutiny. The court acknowledged that had the City adequately stated its case and met the burden of proving that the regulation was intended to be content

neutral, the ban might have survived Doe's challenge, because the City has a "significant interest in providing a safe environment for its library patrons, especially children."



## 2023 Library Board of Trustees Meeting Dates

Library Trustees hold four types of meetings, all but one of which is open to the public:

1. Regular meetings are generally held on the **3rd Monday / month, 6:30p – 8:30p**
2. Study Sessions are generally held on the **1st Thursday / month, 6:30p – 8:30p**
3. Public Budget Hearings are held **during November meetings.**
4. Executive Sessions are held as needed, most often to discuss the Director’s performance. Ex. Sessions are meetings-within-meetings and the only block of time closed to the Public.

Date	Type of Meeting	Topic
January 16	Regular	
February 2	Study Session	Board Reconsideration Simulation
February 20	Regular	
March 2	Study Session	Library Communications Plan
March 20	Regular	
April 6	Study Session	Annual Collections Report
April 17	Regular	
May 4	Study Session	2024-28 Strategic Plan proposal
May 15	Regular	Approve Strategic Plan
May 26 (Friday)	Study Session / Tour	*tentative: Tour Eagle Rock School
June 19	Regular	
July - no meetings	-----	----
August 3	Study Session & Ex. Session	Annual Evaluation of Director
August 21	Regular	
September 7	Study Session	10-year rolling Financial Forecast
September 18	Regular	
October 5	Study Session	Draft Budget Review
October 16	Regular	Official Draft 2024 Budget
November 2	Study Session	1st of 2 Public Budget Hearings

November 20	Regular	2nd of 2 Public Budget Hearings
December 7	Study Session	<i>[usually canceled]</i>
December 11 (one week early)	Regular Meeting	Adopt 2024 Budget

**Topics for future consideration:**

- Talking with Elected Officials
- 3-5 year Strategic Plan Retreat
- Library data with Irs.org
- National 'Star Library' metrics: *Aspirational stats & Standards (CSL Standards, LRS, others)*
- Progress Report: Community Needs Assessment (CNA)



## Monthly Administration Report February 2023

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### Financials - Seckman

**January 2023 YTD Budget Report:** With 8.33% of the year complete, total revenue is at 3.58%, County revenue is 3.51% and Specific Ownership is at 8.55%. Total expenditures are at 9.64% (total Operating at 9.70%). ColoTrust PLUS Account Daily Yield is up to **4.5875%** on January 31st from 4.5120% on December 31st.

Colorado minimum wage increased from \$12.56 to \$13.65 as of 01/01/2023.

Work is continuing on 2022 '**Month 13**'; we are expecting a couple of additional invoices from SIRSI for 2022 special reports. Once those are received and processed 2022 can be officially wrapped up with everything except possible audit adjustments. I do not anticipate any significant audit adjustments related to 2022.

The 2022 **audit** is scheduled to begin on February 27, 2023 with Uli Keeley from Prospective Business Solutions, for both the Library and Friends & Foundation. Audit information requests have been received and are in process as we prepare for the February 27th start date.

The reimbursement rate for our internet service under the **E-Rate Program** for the fiscal year July 1, 2023 – June 30, 2024 has dropped from 70% to 60%. This will result in \$875.88 less revenue from the program. Our reimbursement rate is directly tied to School District R-3's enrollment and the Free & Reduced Lunch Program enrollment. The E-Rate program is administered through the Universal Service Administrative Co. (USAC). Per our E-Rate representative, UCAC did not recalculate reimbursement rates for 2 years under COVID and are just now adjusting all participants.

The final 2023 Budget was filed with the Colorado Department of Local Affairs (DOLA) before the due date of January 31, 2023. The only change between Board approval and filing with DOLA was the update of 2022 actuals with the most current information. DOLA's approval of our 2023 Budget, including our new **Capital Reserve Budget**, was received on February 7, 2023.

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## Facilities - Antozzi

**Pigeon Mitigation Update** - Since May of 2022, we've worked with two pest control companies to address the sudden infestation of pigeons in the underside of the library's sheltering entrance. Mitigation efforts have included bird spikes, repellent dispensers, monthly commercial service checks (to refill repellent dispensers), additional spikes, and removal of nests. Due to limited success, the first provider recommended we contact another pest control company. The new provider has installed additional spikes and netting.

Total cost to date is \$2,125.00 and the problem is not resolved. We have canceled the service checks, though kept a scheduled late February date for repair/replacement of torn netting at a cost of an additional \$1,000.

Thanks to a recommendation from the Gov't Affairs committee, we are turning away from pest control and towards construction on the overhang entrance, to eliminate opportunities for birds to nest or perch. We are negotiating with a local contractor at this time.

As weather allows, our contract cleaning service will continue to hose off the front entranceway until the problem is resolved.

**Facility Task Force** - We held our first Facility Task Force meeting in January with Task Force Members David Hemphill, John Krueger, Claudine Perrault, and Janet Antozzi. Topics on our agenda for action in 2023: Roof repair, hiring an architect/interior designer in 2023 for work in 2024, and staff housing.

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## Communications - Hazelton

The **Communications & Marketing Strategic Plan** is nearly complete. After a few final tweaks, we'll be sharing with department heads over the next weeks and with the Board in March.

Kirby Hazelton and Allison Cavis, along with staff Maggetti, Pemrick, and Perrault, have begun work on a **website refresh**. This process includes a review/revitalization of our design on [estesvalleylibrary.org](http://estesvalleylibrary.org) as well as a full audit (and cleanup) of current content. Note that this is not a complete website overhaul; instead, consider it a "facelift" in response to feedback from both the CNA and digital patron behavior (via analytics).

Our **January One Book One Valley promotion** was considered a success: patrons returned in droves to the fabulous slate of programs curated by Eric White and the Programs & Outreach team. We consistently saw a direct correlation between weekly patron newsletters and program signups; in other words, when the Friday newsletter was distributed, highlighted programs immediately received dozens of registrations. Relatedly, our click-through-rate (the rate at which email recipients click on a link in the newsletter) has increased a percentage point this month.

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## Technical Services - Maggetti

**How InterLibrary Loan (ILL) Circulation Numbers are Calculated:** In response to the Board's query in January, we count both incoming and outgoing items as ILL and report these in our annual Public Library Annual Report (PLAR). This count occurs whether orders were placed manually by staff at a patron's request, or the patron initiated their own request via Prospector, the statewide ILL service. Regarding school collections in the Estes Village Catalog:

- Items owned by the schools that are loaned to public library patrons using the courier service, are not counted as ILL, but are counted towards EVPLD total circulation.
- Items owned by schools that are loaned to students at school are not counted towards EVPLD total circulation. Neither the public nor private schools are open to the general public. As such they do not meet the definition of a branch library.

We are working with Eagle Rock School to return to the fold of our **Village Catalog**, with Systems Librarian Jamie Murphy creating teacher accounts and setting their new librarian up for success with training on procedures they'll use for collection maintenance.

After implementing new automations for the acquisitions process and completing annual weeding last month, Kathleen, Jamie, and Cindy are tackling our **complete inventory** of the collection. Reports and a workflow are in place, and testing was successfully completed. Thank you Cindy Standerfer for advocating for this project.

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## HR - Stensland

We are interviewing for the open Tech Arts Librarian position and plan to have a new person in place by mid-March.

Following the new SB21-088 Child Abuse Law, the HR Team has been tightening up our procedures and formulating a policy around working with children. We will turn that material over to the Board Policy Committee for their review and consideration by the full board.

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## Director's Report - Perrault

### Meth in Libraries - What are the risks?

*This is from a CU Anschutz article, dated January 31, 2023:* Abrupt closures at public libraries in Boulder, Littleton, Englewood and Arvada due to methamphetamine contamination are a cause for concern, if not alarm. But the initial shock of the local and national headlines needs to be put in the proper context, said Mike Van Dyke, PhD, industrial hygienist in the Department of Environmental and Occupational Health at the Colorado School of Public Health.

Van Dyke and his team at National Jewish Health did much of the formative research for the state regulations that officials use in determining the need for closure, cleaning and remediation following detection of a specific level of methamphetamine contamination.

“The regulations in place now were originally focused on the exposure risk to first responders coming into *active methamphetamine laboratories*, as well as what kinds of levels of contamination would we find in these environments after they'd been cooked in,” Van Dyke said. “*Exposure is really key. And the possibility for exposure in these libraries and public spaces is really quite low.*”

You can read the entire article [here](#). Importantly, Larimer County Health is not recommending public libraries test at this time, as emailed by the LCH Director.

### **Design Thinking**

In the past month or so, you may have seen a library staff member or two in the atrium, inviting members of the public to weigh in on four proposed ideas for library services. The staff divided into four teams to explore:

1. *How might we attract and retain staff talent?*
2. *How might we help teens find a space at the Library?*
3. *How might we offer resources that support inclusion and accessibility for all residents?*
4. *How might we reduce isolation and build community?*

Once we've collected responses from the public, we'll act on that feedback to better inform our strategic plan. Please see Allison Cavis' attached report for more detail as to what the staff is doing and why.

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### **Library Friends & Foundation - Walsh**

We had a 10% increase of the # of donors from 2021 to 2022.

We had an 18% increase in the # of gifts from 2021 to 2022.

In 2022, we raised \$366,236.93, not including endowment income. That amount will be calculated later this month using our spending policy.

Pieter Hondius celebrated his 100<sup>th</sup> birthday on February 10.

34 Library Lovers celebrated at Cliffhanger on February 14 with a book club presentation by Eric White. We are hosting several smaller special events in 2023.

Sally Park has led 3 retreats for our board on January 12, January 26 and February 16 to help us find our Working Genius - <https://www.workinggenius.com>

We have a new tenant in Apartment B, therefore no staff are currently living above Cliffhanger.



**F&F MOU - FEBRUARY:** *F&F reports to the Library as to its progress in raising funds including IRS report/return.*

- The Friends & Foundation next board meeting is in March, so these recurring activities will occur at the March or April meetings.

# Executive Summary:

## Design Thinking for Estes Valley Library Staff

The Estes Valley Library Staff Development Committee offered an all-staff workshop series, based on “*Design Thinking in a Day*” for Libraries.

### What is Design Thinking?

It is a structured planning and design process that **removes solution assumptions**, and places a focus on the end user (rather than the planner/staff). It requires early patron research and feedback, looped frequently into the process, to ensure a better outcome.



*Library staff turned their ideas into physical prototypes and gathered feedback from patrons*

Design Thinking techniques include:

- Defining a challenge by phrasing it as a “*How might we...?*” statement
- Finding inspiration and clarity by immersing ourselves in the patrons’ experiences
- Turning an idea into a *cheap/fast* physical prototype and having patrons respond to it

### Why now?

As we approach the next round of multi-year strategic planning, the Staff Development Committee wanted to give *all* staff proven tools to help them:

1. Integrate the results of the Community Needs Assessment into all planning processes
2. Turn strategic challenges into action
3. Learn and practice productive brainstorm and solution-narrowing tools

### Results! Staff at all levels:

- are activated and engaged in the work of planning, and feel heard and understood during structured, productive brainstorming
- **seek out, evaluate, and integrate patron feedback** for every project
- **test their ideas using prototypes**, saving time and money
- are **excited to use Design Thinking methods** even for small, intra-departmental initiatives