

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

Monday, June 19, 2023 at 6:30pm

Estes Valley Library / Wasson Room - Zoom hybrid meeting

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**Call to Order / Welcome** – Lynn Lawson called the meeting to order at 6:30 pm. The following were present:

**TRUSTEES:** Lynn Lawson, President; Kay Weston, Vice-President; Anne Dewey; Beth Ellis; David Hemphill

**ABSENT:** John Krueger, Secretary and Pete Johnson, Treasurer

**FRIENDS & FOUNDATION LIAISON:** President Kathy Groesbeck, Sarah Walsh

**STAFF:** Brad Maggetti; Claudine Perrault; Joanna Stensland

**GUESTS:** John Kirtland

Public Comments: Perrault reported on recent comments from parents regarding the Children's Room. These comments followed an incident when a child ran out into the parking lot. The Library offered to rearrange the space to increase safety and assured parents that further changes would be made during the next remodel.

**Consent Agenda**

1. Board of Trustees Meeting Minutes: May 15, 2023

2. Income & Expense Year to Date: May 2023

**Weston moved to approve the June 19 Consent Agenda. Dewey seconded the motion. Ayes all. (23-15)**

**Strategic Discussion & Reports**

- Gov't Affairs Committee – Lawson & Weston

Lawson thanked Brad Maggetti for facilitating the hybrid option for board meetings.

There have been some changes to the topics for upcoming Board meetings and these are reflected in the document in the board packet.

The Eagle Rock Tour was canceled due to weather. It will likely be rescheduled in September with staff.

Lawson reminded trustees that the 1-hour webinar on book bans and censorship was available to them. She suggested the second half if trustees didn't have time to listen to the entire webinar. STAFF ACTION: Perrault will resend the book ban webinar to trustees.

There is an announcement on the website and in the newspaper on open trustee positions. Applications received by 30th will be given priority.

- Finance Committee
  - Consideration of revised December or January Board Meeting to approve the 2024 Budget

Currently there are complicated Senate bills around property taxes which may impact Library income. The final property tax assessment (2024 revenue) won't be received until December 29th. The mill levy certification has been extended to January 5th but this does not leave much time to get the final property tax income numbers and adjust the budget. It was suggested that the budget could be prepared without the final numbers and adjustments made at the end of December. The Board may have to meet during the first few days of January. STAFF ACTION: Perrault will check by-laws for the specific end time of Board terms. Accountant Seckman will have more information on property taxes at the next meeting.

- Strategic Plan Task Force - Ellis & Weston  
Ellis reported on the Design Thinking Strategic Planning session led by Allison Cavis. The Task Force came up with revisions to Mission & Vision. It was a very successful meeting with a lot of energy and expert facilitation. The Board will discuss the revisions as well as the draft Strategic Plan 2024-2028 in detail at the September Study Session. Lawson thanked Ellis & Weston for their work on the Task Force. Recognition was also extended to John Wolf & Sarah Walsh from the Friends & Foundation for their participation.
- Director's Report  
The Library will be using a collections agency to recover materials. STAFF ACTION: Staff will report on the outcomes of using a collections agency to recover materials on an annual basis. Other libraries using collections agencies are beginning to yield results.  
Perrault highlighted the partnership with the Town in the *Park Like A Local* campaign which is off to a good start. The Community Needs Assessment identified parking and perceptions around parking as a barrier to access, and as such, important to address.
- Friends & Foundation - President Groesbeck  
President Groesbeck gave a brief report on recent activities and future plans. Perrault thanked the Foundation for all their work to support the Library.

### Action Items

- Gov't Affairs Committee
  - Accept Resignation of Treasurer, Pete Johnson  
**Dewey made a motion, seconded by Weston to accept the resignation of Pete Johnson. Ayes All. (23-16)**
  - Election of revised Board Officers  
Johnson's resignation has necessitated a shift in officers and committees.  
**Hemphill made a motion, seconded by Ellis, to accept the following officers:**
    - Lynn Lawson - President
    - Kay Weston - Vice President
    - John Krueger - Treasurer (until the end of 2023)
    - Anne Dewey - Secretary**Ayes all (23-17)**

- President Lawson appointed the following committees:
  - Finance Committee: Krueger & Hemphill
  - Policy: Dewey & Ellis
- Presidential Appointment of Library Trustee Nominating Task Force  
Dewey and Ellis will form the Nominating Committee for new trustee appointments. Open positions include the position vacated by Johnson and one or two positions starting January 2024.
- Policy Committee
  - Approve revisions to Patron Account Eligibility Policy  
Dewey explained the revisions to the Patron Account Eligibility Policy. The goal was to decrease barriers for access and to increase the readability of the policy. The revisions are largely wordsmith changes, with the exception of changes to the Visitor Cards section, where the deposit requirement for visitors was eliminated to reduce risk from having cash in the building and to simplify procedures for staff. In a recent study by Patron Services Supervisor Wisneski, she found that out of 11 resort libraries only one other library charges a deposit for visitor cards. Over the next 3 years, staff will monitor the impact of removing the deposit. In the future the Patron Account Eligibility Policy may be combined with the Loans, Renewals & Holds policy. **Dewey made a motion, seconded by Hemphill to approve the revision of the Patron Account Eligibility Policy. Ayes All. (23-18)**

#### **Upcoming Meetings of the Board of Trustees**

- No meetings in July
- Study Session: Discuss Strategic Plan Proposal, August 3, 2023, 6:30p (Wasson Room)
- Regular Meeting: August 21, 2023, 6:30p (Wasson Room)

#### **Other Events**

- Independence Day holiday Library closure, July 4, 2023

#### **Adjourn**

Lawson adjourned the meeting at 7:20 pm.

Minutes prepared by Joanna Stensland

Respectfully submitted,  
Anne Dewey, Board Secretary

**[attachments]**

**ESTES VALLEY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES**  
Resolutions from June 19, 2023

**(23-15)** Weston moved to approve the June 19 Consent Agenda. Dewey seconded the motion. Ayes all.

**(23-16)** Dewey made a motion, seconded by Weston to accept the resignation of Pete Johnson. Ayes All.

**(23-17)** Hemphill made a motion, seconded by Ellis, to accept the following officers:

- Lynn Lawson - President
- Kay Weston - Vice President
- John Krueger - Treasurer (until the end of 2023)
- Anne Dewey - Secretary

Ayes all.

**(23-18)** Dewey made a motion, seconded by Hemphill to approve the revision of the Patron Account Eligibility Policy. Ayes all.

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

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**Anne Dewey, Secretary**  
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