

Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT

BOARD OF TRUSTEES

Annual Meeting

Tuesday, February 21, 2017

5:30 PM

Granby Library

55 Zero St., Granby, CO 80446

AGENDA

5:30 pm

- I. Call to Order and Consideration of Trustee Absences
- II. Amendments to the Agenda
- III. Approval of the Agenda

5:40 pm

IV. Consent Agenda:

(The items under “Consent Agenda” are a group of items to be acted on with a single motion or vote. This agenda is designed to expedite the handling of limited routine matters by the Board. A Board member may request that an item be removed from the Consent Agenda and will state when the item will be discussed in the meeting or tabled to another meeting. The removal of an item will require a second and a majority vote of the Board. Items on the Consent Agenda will be voted on by a single motion, second and non-roll call vote.)

- A. [January Board Minutes](#)
- B. Correspondence
- C. Check Register and Expenditures [November](#) and [December](#)
- D. Finance - [January Budget to Actuals](#) and Balance Sheet

5:45 pm

- V. Friends of the Grand County Library, Inc.

6:15 pm

VI. Information Items

- A. Review by Executive Director of January [GCLD department highlights](#) including results of staff satisfaction survey
- B. Report – on MSEC salary analysis
- C. Update from Mary Chance, President of the Board of Trustees on her plans for the future
- D. Re-appointment by the BOCC of trustees: Nancy Knoohuizen and Annie Douden and Nominating Committee. Discussion on BOCC procedures for trustee approval
- E. Discussion on the Consent Agenda procedure
- F. Report from Committees:

- i. Community Partner
 - ii. Strategic Planning
 - iii. Policy Committee
 - a. Policies under review including policy covering: Records Retention, Code of Ethics, Authority to Make Official Statements.
 - b. Change to Policy Manual format
 - c. [Review of MOU with the Friends](#)
- G. Discussion on the annual Board Self-Evaluation survey
- H. All Staff Training, Wednesday March 15, Granby Library.
- I. Discussion on the date for Grand Lake annual report

7:30 pm

VII. Action Items

- A. Direction to Finance Committee on MSEC salary analysis
- B. All Staff Training (Wednesday, March 15) library closure

VIII. Public Comment

(Please refer to the *Protocol for Public Comment at Meetings of the Grand County Library District Board of Trustees* following this agenda.)

IX. Adjournment

The Board reserves the right to add or delete items of business and to change the order of business as needed. The Board welcomes public participation in the meetings. If specific accommodations are needed, please contact the Director, Stephanie Ralph, at 887-9411, ext. 101, fax 887-3227, or e-mail sralph@gcld.org at least 48 hours in advance of the meeting.

Protocol for Public Comment at Meetings of the Grand County Library District Board of Trustees

The following policies shall apply to the Public Comment portion of the agenda at all regular monthly meetings and special meetings of the Grand County Library District (GCLD) Board of Trustees:

1. A specific start and ending time for public comment will be included in the agenda for the meeting, as determined by the President. The notice of meeting will conform to any requirements of the bylaws of GCLD.
2. Persons wishing to provide public comment must sign a sign-up sheet prior to the start of the public comment period of the agenda, and provide their name, mailing address, telephone number, the name of any affiliated organization for which they have been authorized to provide comment (if any), and the general topic or issue on which they desire to comment. A copy of this protocol will be available with the sign-up sheet.
3. Each person will be allowed 3 minutes to provide comment.

4. Personal attacks on board members or others, comments that are or would tend to be considered profane or otherwise unacceptable, and issues involving current or former employees and their employment status or relationship to GCLD are not appropriate for comment, and may be halted and excluded at the discretion of the President.
5. The President will reasonably accommodate the needs of persons with a disability in providing comment; provided, however, that the person needing an accommodation must make a request for such accommodation, directed to the Library Director, no later than 48 hours prior to the scheduled commencement of the meeting.

created 10-14-03, revised 3-22-04, revised 12-14-10