

4Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT

BOARD OF TRUSTEES

Regular Meeting

Tuesday, May 16, 2017

5:30 PM

Hot Sulphur Springs Library

150 Moffat Ave, Hot Sulphur Springs, CO 80451

**Minutes**

Trustees present: Sally LeClair, Jim Sloan, Annie Douden, Carol Hunter, Nancy Knoohuizen, and Marcus Davis

Staff present: Stephanie Ralph, Tara Ingle, Emily Pedersen, Anthony Leyba, and Jeanie Johnson

Public present: Marla Gall, Shawn Davis, Kerry Davidson, Bob McVay, Kim Wunsch, Marissa Lorenz, Kim Cameron, Chris Doucette

- I. Call to Order and Consideration of Trustee Absences  
All trustees are present
- II. Amendments to the Agenda  
Douden moved to change the position of trustee applicant interviews from Information VIII C to immediately after public comment. Hunter seconded, all approved, motion carried.
- III. Approval of the Agenda  
Hunter moved approval of the agenda as amended, Sloan seconded, all approved, motion carried
- IV. Consent Agenda:
  - A. April Board Minutes
  - B. Correspondence Received  
Letter from Mary Chance, a letter sent to Marilyn Hunter following her Agenda item at the April Board of Trustees meeting, and a thank you from Helen Sedler, Mountain Family Center
  - C. Check Register and Expenditures February March
  - D. Finance – April Budget to Actuals
  - E. Knoohuizen moved to accept consent agenda, Douden seconded, all approved, motion carried.
- V. Friends of the Grand County Library, Inc.  
Marla Gall spoke on behalf of Friends.  
Bessie Minor Swift grant awarded to GCLD for \$2450 for *Babies, Books, and Bags*. The quilt for raffle this year was made by Pat Snyder of Grand Lake. The kaleidoscope quilt will be on display throughout the library district and raffle tickets are available. Raffle winner will be announced in October.

Respectfully submitted by Jeanie Johnson, Recording Secretary. Approved 6/20/17.

VI. 2016 Audited Financial Statements presented by Paul Backes, C.P.A. of McMahan & Associates 9:05 count

Paul Backes, CPA from Avon, McMahan and Associates audit most governmental agencies in Grand County, CO and the mountain area.

There are three areas of focus upon:

Planning (review documents, compare budget to actual, read minutes)

Procedures (examine financial statements, records, books, investment records)

Verify (match documents to statements, reports, and debt requirements and records)

“GCLD’s numbers are rock-solid.”

The creation of Grand County Library Foundation took place when Juniper and Granby buildings were constructed during 2005 and 2006. The focus at that time was on applying for grants and raising money for the capital project. Backes noted that the Foundation should have a formal budget.

Foundation should adopt a budget for 2017—which can be done as budget amendment.

Douden made a motion to move acceptance of the financial statement made by McMahan annual audit to an action item. Knoohuizen seconded, all approved, motion carried.

Davis moved to accept audit as presented, Douden seconded, all approved, motion carried.

VII. Public Comment

Shawn Davis: Thanked the Board for service and spoke about effect of the Gallagher Amendment. There is still concern about keeping the Hot Sulphur Springs Library open. The name of the Hot Sulphur Book Club is the Hot Sulphur Springs Firehouse Book Club.

Marla Gall: Thanked the Board.

Bob McVey: Expressed thanks for keeping library open.

Kim Wunsch: Moved here last fall and was able to vote. Wanted to express appreciation for small library with large impact. Complimented Emily Pedersen who promotes the library and encourages patrons.

Kerry Davidson: Question: Will audit be available for public? Ingle replied that it will be posted right away.

The Grand Gazette wrote of reimbursement to the YMCA. What does this mean for GCLD? Marcus Davis responded that GCLD repaid the taxes that the YMCA had paid for 2002 and 2003 and ½ of 2004, plus 12 % interest on that sum. There has no decision made by GCLD on returning to the taxpayers for a one-time mill increase to recoup the funds.

Davidson requested that she be made aware in the case closure of Hot Sulphur Springs Library comes up for discussion again.

## VIII. Information Items

- A. Review by Executive Director of April GCLD department highlights including SRP by Heidi McNinch and Jeanie Johnson

Emily Pedersen requested that the Board permit her to close Kremmling Library on June 17 from 10 am – 12:30 pm to participate in Kremmling Days parade.

Hunter moved to approve closure of Kremmling Library for the Kremmling Days parade, Douden seconded, all approved, motion carried.

- B. Technology Department Report-Anthony Leyba

Leyba discussed the Marmot expenses—Marmot bill grand total is close to \$90,000. Marmot provides Sierra cataloging system, bulk computer purchases and installation, help desk services, and the public access catalog, PIKA, which is a separate technology – a ‘discovery layer’ - that plugs into the Sierra system. When all branches are open, 10 Sierra sessions (required for staff use) are workable, though constricting. Sierra total cost is approximately \$28,000. Broadband is approximately \$7,000; expected to decrease slightly in second half of 2017 due to ISP changes at HSS Library. All of our library traffic gets routed through Marmot before hitting the internet, for required library filtering. Many (if not all) Marmot costs are expected to increase in 2018

- C. Interviews for Trustee position At Large C

David Polei and Anna Sczpanski were interviewed.

Board tabled a decision for the June meeting in order to interview other interested applicants

- D. Discussion on Board Legal Liaison

Ralph reported that Noriyuki, our legal counsel, suggested that we have a designated trustee to work with her. Recommendation that Board President, Sally Leclair, be GCLD legal liaison to Noriyuki.

- E. Board Training opportunity SDA June 16<sup>th</sup> in Granby at Fire Station 8-12pm

- i. Registrants include Sally, Ann, Marcus, Stephanie, and Tara
- ii. Board Workshop with Jacqueline Murphy-scheduled for July
- iii. Strategic planning workshop July 17-2  
M,W or TH—mornings are best

## IX. Action Items

- A. Approve the 2017 Strategic Plan

Motion by Douden to adopt 2017 Strategic Plan as revised, Knoohuizen second, all approved, motion carried.

- X. Adjournment 8:22 pm  
Motion by Douden , seconded by Hunter, all approved, motion carried