

Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT

BOARD OF TRUSTEES

Regular Meeting

Tuesday, September 19, 2017

5:30 PM

Granby Library

55, Zero St. Granby, CO 80446

Meeting Minutes

Trustees Present: Sally Leclair, Annie Douden, Nancy Knoohuizen, Carol Hunter, Marcus Davis, Jim Sloan, and Darcy Schlichting.

Staff present: Tara Ingle, Stephanie Ralph, Sue Luton, and Jeanie Johnson

Public present: Marilyn Hunter, Marla Gall, and Jeanne Sloan

- I. Call to Order and Consideration of Trustee Absences
Sally LeClair called the meeting to order at 5:30 pm, following a reception recognizing the work of the Friends of the Grand County Library District.
- II. Amendments to the Agenda
No amendments.
- III. Approval of the Agenda
A motion was made by Hunter to approve the Agenda. Knoohuizen seconded, all approved, motion carried.
- IV. Consent Agenda:
 - A. August Board Minutes
 - B. Correspondence
Ralph received an email letter on the subject of banned books. The Board was given an opportunity to respond and LeClair has written a letter of reply.
 - C. Check Register and Expenditures July
 - D. Finance – August Budget to Actuals
A motion was made by Davis to approve the Consent Agenda. Schlichting seconded, all approved, motion carried.
- V. Friends of the Grand County Library, Inc.
Marilyn Hunter expressed thanks to the Board for the reception, plaques, and nice words. Things are winding down with three more fundraisers this fall; Fri. Oct 6 at Dean Public House in Hot Sulphur Springs; Tues, Nov. 21, Thanksgiving Pie Sale at County Admin. Building in HSS, begins at 9 am.; and Wed, Dec 6, Fraser Progressive Dinner.
Saturday, Oct 28, 10 am, annual meeting along with recognition of volunteers
Marilyn distributed membership forms to the Board.

Grand County Library Foundation

Carol Hunter reported that the focus group met today and accomplished all they had been charged with.

Ralph: At the October 10 GCLF7 meeting, the By-laws of the GCLF will be presented and at that time the GCLF Board will need to approve separation and the budget action will then be put into motion

Hunter requests that trustees study the document and notify her by September 28 if there are any changes.

Contingent upon the GCLF separating from GCLD, there is consensus that this would be an appropriate route for the budgetary action items and direct the Finance Director to begin working toward, from a budgetary standpoint, two separate entities.

Davis raised the concern about an appearance of conflict of interest as two GCLD trustee are acting as GCLF Board members as well as heading up and facilitating the Community Focus Group which is drafting changes to the Foundation By-laws, mission statement and MOU. These documents will result in the separation of the two organizations – GCLD and Foundation.

Hunter felt the GCLD Board may not complete the separation of GCLD and GCLF if she resigned prior to December 31, 2017.

VI. Public Comment

There was no public comment.

VII. Information Items

A. Review by Executive Director of September GCLD department highlights

Highlighted GC Community Of Writers. There are ten to fifteen people attending the fiction workshops. Following in October are four weeks of non-fiction writing. Martin Smith has a new book, *Mr. Las Vegas has a Bad Knee*.

Discussed Career Online High School

B. Department of Public Services – Summer Reading Report

C. Strategic Planning Committee Report on Community Engagement

Ralph: Davis, GCLD will experience the same budget constraints as in 2017. Best place for energies seems to be in creating a budget that gives good data for decisions, looking at quality rather than quantity, and need to keep talking to our communities.

- D. Finance Committee: Presentation and discussion on the proposed 2017 Appropriations Budget for public posting:
We are meeting our financial responsibilities, which allows us to stay on budget without creating a supplemental budget. This is creating a special revenue fund budget for the Grand County Library Foundation, it does not add to original appropriations adopted December 2016.
- E. Board Self-Assessment online survey - analysis and report
Jim Sloan reported. He would like to address this issue in the workshop next week, a more relaxed venue.
- F. Town Presentations: Granby, Fraser, Winter Park, Hot Sulphur Springs and Kremmling
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|---------------------------|----------------------------------|
| Winter Park: Oct. 3 | Schlichting ,Leclair, and Ralph. |
| Fraser Oct 4, 7 pm | Douden, Leclair, and Ralph. |
| Kremmling Nov. 15, 6:30 | Sloan and Ralph. |
| Hot Sulphur Spr. Nov. 16, | Davis and Ralph. |
| Granby, Nov. 28, 6 pm | Knoohuizen and Ralph. |
- G. SDA Conference in Keystone, Colorado – September 13-15 Report
Ralph reported. Ingle, Davis, and Ralph attended all three days. Would like to bring highlights to the Sept. 28 workshop.
- H. Board Training Jacqueline Murphy - workshop September 28 at the Fraser Valley Library
Strategic Planning, Feedback from SDA, Board self-assessment are topics for Board before Murphy arrives just prior to noon.
9:00 am – 2:00 pm
- I. The Board to go into Executive Session per (§24-6-402(4)(a), C.R.S.), Concerning the sale of the property on 225 East Jasper, Granby
- Leclair called for a motion to go into Executive Session per (§24-6-402(4)(a), C.R.S.), Concerning the sale of the property on 225 East Jasper, Granby.
Douden so motioned to go into Executive Session per (§24-6-402(4)(a), C.R.S.), Concerning the sale of the property on 225 East Jasper, Granby., Davis seconded, all approved, motion carried.
Entered into Executive Session.
Davis moves to add to action item the sale of property on 225 East Jasper, Granby, Schlichting seconds, all approved, motion carried.
- VIII. Action Item
- A. 2017 Appropriations Budget for public posting
Davis moves to post for public the 2017 Appropriations Budget as presented, Knoohuizen seconds, all approved, motion carried.

B. Listing of 225 East Jasper, Granby

Davis moves to allow the listing of 225 East Jasper, Granby to expire per the contract end date of October 5, 2017, Hunter seconds, all approved, motion carried.

IX. Adjournment

Leclair called for a motion to adjourn at 7:25 p.m.. Knoohuizen moved, Douden seconded, all approved, motion carried.

Minutes Approved October 10, 2017

Attached to minutes per request by Carol Hunter:

Report to the Grand County Library District – September 19, 2017

From

The Grand County Library Foundation – Focus Group Meeting – September 19, 2017

Present: Frank Delay, Ann Douden, Carrie George, Mary Housley, Todd Holzwarth, Carol Hunter, David Polei, Judy Smith, and Georgia Noriyki

Absent: Amy Kaplanis, Lisa Jonas, and Jim White. :(Absent Members sent their comments ahead of the meeting to the Team and these were incorporated into the discussions)

Minutes of the meeting were taken by Mary Housley and will be emailed out to the Focus Group Team on September 25th.

Draft Mission Statement:

The Grand County Foundation, a 501(c) 3 entity, encourages, solicits, receives, holds, and manages gifts, bequests, reserves and funds:

To create a vibrant and sustainable library community and foster innovative and inclusive cultural and education opportunities.

Draft GCLF Bylaws:

Draft copy of new GCLF Bylaws has been written and will be provided by October 1 for the BoT packet for the October 10th meeting.

Draft MOU between GCLD and GCLF

A draft MOU has been written. A meeting between Jim Sloan (GCLD liaison) and Carol Hunter is planned for September 26th.

GCLF Officers Election:

Nominations will be submitted to Georgia Noriyki on November 17, a ballot will go out to the Focus Group on November 28th and the election results will be announced on December 8, 2017.

GCLF 2017 Board Meeting: January 17, 2018.**2018 Budget Request for the GCLD**

The Grand County Library Foundation Focus Group requests that the Library District 2018 budget include an appropriation/expenditure of special revenue funds equal to the anticipated total balance of the Foundation funds held by the District, which as of the August 2017 Foundation Profit and Loss Statement totaled \$99,220. The 2018 appropriation reflects the expected separation of the Foundation from the District as of 12-31-2017 and the subsequent transfer of funds to the Foundation.