

Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT

BOARD OF TRUSTEES

Regular Meeting

Tuesday, June 20, 2017

5:30 PM

Kremmling Library

300 S. 8th Street, Kremmling, CO 80459

Minutes

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

Staff present: Stephanie Ralph, Tara Ingle, Emily Pedersen, Matt Sutton, and Sarah Greenberg

Public present: Merilyn Hunter, Shawn Davis, Marla Gall, Elizabeth Gall, Nancy Abbott, Darcy Schlichting, and Kim Cameron

- I. 5:30 Call to Order and Consideration of Trustee Absences
All trustees are present with exception of Marcus Davis
- II. Amendments to the Agenda
None
- III. Approval of the Agenda
Douden moved to approve as presented, Knoohuizen seconded, motion passes
- IV. Consent Agenda:
 - A. May Board Minutes
 - B. Correspondence-Szczepanski Withdrawal Letter
 - C. Check Register and Expenditures April
 - D. Finance – May Budget to Actuals and Balance Sheet
Douden moved to approve consent agenda as presented, Hunter seconded, motion passes
- V. Friends of the Grand County Library, Inc.
Merilyn Hunter handed out totes for the GCLD Board and staff and information on upcoming Tops of the Rockies event on July 8th. Hunter spoke about the successful pancake breakfast, current quilt raffle which is on display in the Kremmling branch, Tops of the Rockies tickets, Granby July 4th book sale and the Grand Lake progressive dinner.
The Friends board is currently seeking a Kremmling representative.

Davis enters the meeting (5.45pm)
- VI. Public Comment
Nancy Abbott informed BoT of a recent Friends book sale at the Kremmling Library. Abbott reported that \$98 was raised.

Respectfully submitted by Tara Ingle, Recording Secretary

VII. Information Items

A. Review by Executive Director of May GCLD department highlights

Ralph spoke to BoT about recent communication from Melanie Rendelman (a potential trustee candidate) who is withdrawing her application.

Georgia Noriyuki sent a letter indicating the pro bono work she has done on behalf of GCLD will not continue. The BoT appreciates her donation of significant time and expertise.

Community survey is now online and is advertised through multiple channels. This will serve the board to receive feedback from the community on the role of the District in our community. There will be a full presentation on the survey when it is completed.

Ralph asked Emily Pedersen to speak on behalf of current Summer Reading Program. Pedersen indicated normal attendance levels. With the changes in the Kremmling population recently, she was pleased to see the current level of signup. Pedersen is excited for the kickoff hike to the Ammonite site in Kremmling on June 21.

B. Presentation on Statistics relating to the District's Library Resource Department – material selection & statistics

Sarah Greenberg presented GCLD's procedures for selecting library materials, both physical and electronic. She uses feedback from the Branch Managers and staff on each community's interests, third party reviews, and consideration of the consortia when considering materials for purchase. Introduced a software that allows the district to delve further into collection statistics with granularity for both weeding and purchasing. E-books are far more expensive to procure and the purchasing power is strongest with children's picture books. Research has shown that physical media still has a significant role to play over electronic media for patrons and has an effect on how information is retained and learning success. Currently GCLD promotes reading by One 4 Fun, Summer Reading, Story Time, 1000 BB4K programs, as well as the "library corner" in SkyHi Daily News.

C. Interviews for Trustee position At Large C

Trustees interviewed Darcy Schlichting. Schlichting is not currently a Grand County voter and will need to update her voter registration status to be eligible for seat. Schlichting voluntarily stepped away from meeting for trustees to discuss her candidacy and previously interviewed candidate, David Polei.

Trustees took geographic location of potential trustees as a matter of high importance along with varied experience. Sloan motions to appoint Schlichting as at large, District 1 trustee pending approval of BOCC, Hunter seconds, motion

passes five to one. Schlichting is reintroduced to meeting and is pleased to accept pending BOCC approval.

- D. Ralph reviewed the 2017 Timeline for building 2018-2021 Master Plan and project management of the 2017 Strategic Plan
- E. Finance Committee recommendations on:
Davis reported on bids for the cooling system and roofing project for the Fraser Valley Library. As the chair of Finance Committee, Davis described the two separate projects, the cooling and re-roofing projects under bid for the Fraser Library. GCLD received two required bids for the roofing project, The Roofing Company and Alohi Roofing. The Roofing Company was recommended. They proposed the lower bid and they are also a local company. GCLD received one complete bid for the air conditioning project out of requirement of two. Would like to waive the requirement for second bid by way of resolution in action items. A bid was received from Granby Heating and Sheet Metal which Davis recommends accepting.
Douden motions to move the acceptance of bids to action item, Sloan seconds, motion passes
- F. Community Partners Committee Report
Hunter asked BoT to consider discussion at the July GCLF meeting.
- E. Board Training report on SDA June 16th in Granby 8-12pm
Attended by Ralph (staff), Ingle (staff), Davis (trustee), Leclair (Board president), Sloan (on behalf of other special district), and Douden (trustee). Information included current legislature, board fiduciary responsibility, public comment, and the potential for De-Gallagherization in the future. Predictions that Gallagher will decline again in two years. 2018 SDA Board Member Manual will include special section pertaining to libraries. Discussion surrounding annual conference held in September. Annie mentions the possibility of scholarships in order to get all members to one day of the three day event. Ingle will look into this possibility.
- F. Board Training Jacqueline Murphy and workshop July 19th 10am- 2pm
Discussion regarding how best to achieve the agenda for both strategic planning and budget development. Davis and Hunter to aid Stephanie in topic development.

VII. Action Items

- i. Approval of the Special District Records Management Manual Resolution 2017-06-01. Douden motions to approve, Knoohuizen seconds, motion passes
- ii. Resolution regarding the bid for the Fraser Valley Library cooling system Resolution 2017-06-02. Davis motions to approve, Douden seconds, motion passes
- iii. Acceptance of the Fraser Library re-roof project. Davis motions to accept The Roofing Company's bid, Douden seconds, motion passes
- iv. Acceptance of the Fraser Library air conditioning project. Davis motions to accept Granby Heating and Sheet Metal bid for the cooling system, Hunter seconds, motion passes

IX. Adjournment

Respectfully submitted by Tara Ingle, Recording Secretary

Leclair entertains motion to adjourn if no other business is to come before the board. Douden motions to adjourn, Knoohuizen seconds, motion passes. Meeting adjourned at 7:37 p.m.

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Respectfully submitted by Tara Ingle, Recording Secretary