

# Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT

BOARD OF TRUSTEES

Regular Meeting

Tuesday, January 15, 2019

5:30 PM

Granby Library

55 Zero St., Granby, CO 80446

## Minutes

Trustees: Sally LeClair, Bambi Statz, Jim Sloan, Max Frazier, Marcus Davis, Darcy Schlichting,

Staff: Stephanie Ralph, Tara Thompson, Polly Gallagher, Sue Luton

Public: Marla Gall and Marilyn Hunter

### 5:30 pm

- I. Call to Order and Consideration of Trustee Absences  
Meeting called to order, 5:30pm by Sally LeClair  
Absent (Excused): Kim Cameron (contacted LeClair this afternoon regarding illness)
- II. Amendments to the Agenda  
None at this time
- III. Approval of the Agenda  
Motion to approve the agenda as attended.  
Bambi Statz motion; Max Frazier 2<sup>nd</sup>  
All approve.

### 5:35 pm

- IV. Consent Agenda:
  - A. December 2018 Board Minutes
  - B. Correspondence
  - C. Check Register and Expenditures November 2018
  - D. Finance – December Budget to Actuals and Balance Sheet  
Motion to approve Consent Agenda as presented.  
Marcus Davis motion: Jim Sloane 2<sup>nd</sup>  
All approve.

### 5:40 pm

- V. Reports:
  - A. Friends of the Grand County Library, Inc.  
Marla: Board is meeting this week to determine designees and summer events;  
March is Bingo at Carvers.
  - B. Grand County Library Foundation  
Jim Sloan - Selected 2019 officers: Jim Sloan (President), Anne Douden (Vice President), Kari Moe (Treasurer), Eric Sandstrom (Secretary) Determined our Calendar for 2019 GCLF Meetings and Partnering with Community of Writers for an author event with Pam Houston at Headwaters Center on March 1.
  - C. Public Comment

Tara Thompson: Thanked board for tuition reimbursement. Thompson was a recipient and is awaiting the receipt of my Masters of Finance and is very appreciative of these funds.

## VI. Information Items

### A. Review by Executive Director of December 2018 GCLD Department

#### Highlights and Statistics for 2018

Stephanie Ralph directed board trustees to the highlights report. GCLD is completing the Colorado State Library annual report. Bambi Statz: appreciate Grand Access as it is increasing in momentum and buzz about it for the library.

### B. Colorado Public Library Board & Trustees Pocket Handbook

- i. Board types
- ii. Trustee duties
- iii. Meetings
- iv. Beyond the library
- v. Intellectual freedom and the community
- vi. Golden Rules

LeClair: presented the Colorado State Library updated pocket handbook. The Board of Trustees CSL Guide provides broad overview of duties and responsibilities. As we consider self-evaluation as a board, this is a handy tool for asking ourselves questions. Reviewed handbook together and opened up for discussion. Discussion areas:

1) Ultimately, the Board of Trustees represent the interests of the Library District as a whole while reflecting the concerns of their communities.

Discussion revolved around balance of role between community and district representation. Consensus resulted that role of Trustees are charged with managing the interests of the Library District

2) Trustees should be aware that a discussion which includes more than 2 trustees is considered a public meeting and is subject to Sunshine Laws. This can happen inadvertently when an email discussion is shared between Trustees. CSL recommends that emails between trustees is channeled through the Executive Director.

3) Reminder. Trustees should be aware of the limits to their involvement in Library District operations. The Executive Director and staff, apply the principles laid down in the Policy Manual to the daily operations of the library.

4) Board of Trustees are advocates for Library District.

### C. Review of Board By-Laws and Trustee Policy for approval March 19, 2019

#### 1.9 ARTICLE VIII-AMENDMENTS TO BY-LAWS AND POLICIES

All board members are asked to review policies by Feb meeting to submit suggestions and changes to Ralph. Jim Sloane and Kim Cameron will then consolidate and put for recommendations at Feb 19 meeting for review and any changes voted on for March meeting.

### D. Discussion on the date for the BOCC annual report

April 23 date will be requested

### E. Discussion on date for Board of Trustees Spring Workshop

Crystal Schimpf (CSL) is available in March, will shoot for March 15 or 21 AM

### F. Lease Renewal with Town of Kremmling

Lease expires Jan 1, 2019. Only change between previous leases is the term

and commences on Jan 1, 2019 for ten years. Town of Kremmling is reviewing tomorrow evening. Lease can be approved at next meeting

G. Executive Session 24-6-402(4) (f) C.R.S. Personnel matter regarding the annual evaluation of the Executive Director.

Leclair proposed a motion to enter into executive session to discuss a personnel matter pursuant to 24-6-402 (4) (f), C.R.S. for the purpose of discussing the executive director annual assessment. Jim Sloan motion to approve. Max Frazier 2<sup>nd</sup>

All approved

6:20pm Move to Executive Session

7:02 pm Regular Board of Trustees Meeting resumed

**7:15 pm**

VII. Action Item

Davis proposed a motion to accept the resignation of the Executive Director pending a letter of resignation.

Motion seconded and approved unanimously.

Leclair proposed the creation of a Selection Committee to find a new Executive Director.

Statz proposed finding an Interim Director with the help of the Colorado State Library.

Statz and Leclair were appointed to the Selection Committee and will start to consider the timeline and procedure for the Executive Director search.

**7:30 pm Meeting Adjourned**