

## Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT

BOARD OF TRUSTEES

Regular Meeting, February 16, 2021

5:30 PM

Location: WebEx Meeting Link

Meeting Number (Access code): 126 191 3031

Meeting Password: 4NxNWQHAN28 (46969742 from phones)

Trustees: Sally Leclair, Jim Sloan, Marcus Davis, Darcy Schlichting, Bambi Statz, Jeremy Krones, Janet Thomas

Staff: Polly Gallagher, Tara Thompson, Chris Newell, Sue Luton

Public: NA

### MINUTES

- I. Call to Order and Consideration of Trustee Absences
- II. Resolution: Due to the *Grand County Public Health Order* strongly advising residents stay at home due to COVID-19 per the Grand County Public Health Standing Public Health Order issued June 26, 2020, Grand County Library District Board of Trustees meeting will be completed by teleconference or video conference. Trustees and the executive director may participate in such meetings which allows all persons to hear each other simultaneously. Such participation constitutes presence in person at the meeting for all purposes, including determination of a quorum and voting. Discussion of official GCLD business is not allowed on email accounts among three (3) or more Trustees.

- III. Amendments to the Agenda

Gallagher requested that an “H” be added to the Information Items in the agenda and be named, Special District Letter - Support of H.R. 535 and S. 91, the Special Districts Provide Essential Services Act

*Motion to accept amendment to the agenda.*

Bambi Statz motion; Jim Sloan 2<sup>nd</sup>

All approve

- IV. Approval of the Agenda

*Motion to approve the February 18 Board of Trustees Agenda as presented.*

Jeremy Krones motion; Darcy Schlichting 2<sup>nd</sup>

All approve

- V. Consent Agenda:

- A. January Regular Meeting Board Minutes
- B. Correspondence – note of appreciation from Carol Schroer
- C. January Bank Reconciliation (UBB old)
- D. January Bank Reconciliation (UBB new)
- E. January Budget to Actual and Balance Sheet

*Motion to approve the consent agenda as presented.*

Janet Thomas motion; Marcus Davis 2<sup>nd</sup>

All approve

## VI. Reports

## A. Friends of the Grand County Library, Inc.

No report at this time. Next meeting scheduled for 2/18 via Zoom.

## B. Grand County Library Foundation

Updates regarding the last meeting were shared with board members. The Foundation plans to focus on creating additional revenue streams to support the library district. The group has been approached to support an author speaking engagement in May.

## C. Public Comment

Open: 5:40

Close: 5:40

None at this time

## VII. Information Items

- A. Review by Executive Director of January GCLD Department Highlights & Statistics Colorado Online High School – the initial participant survey on Gale has been financially supported by the State Library. Gale will no longer be hosting the initial survey beginning in July, 2021. The Colorado State Library will no longer pay for the initial survey. Question raised – do we keep the Colorado Online High School project in the library district? There is a high cost associated with the program. Do we stay with Small Horizons, or a similar program? The program has a high return on investment, but it is costly for the individual. It was recommended to solicit feedback from the participants regarding continuing to offer this resource. Evaluate other collaborative partnerships.

Gallagher shared various recognitions from the State Library regarding GCLD work. In response to the Community Needs Assessment, GCLD is working to have Hot Sulphur Springs hours adjusted to go into the evenings on Mondays and Wednesdays. Facilities is implementing various items to ensure security and safety of staff and patrons. Finance has completed compliance pieces for budget, taxes, and 2020 COVID Relief Funds. We've added a new Virtual Reality kit that will allow us to resume our VR programming as well as added the *Wall Street Journal* to our collection. Library Resources continues to see increases in checkouts, especially of new Read Along collection. Public Services is well under way in developing a robust Summer Reading Program focused on Tails & Tales. Branch staff continue to connect patrons to the library through these reduced services times including art displays, novel ways to connect patrons with new materials, and work with community partners.

## B. Meeting Calendar

## a) Town Meetings

- Town of Winter Park: March 2 at 5:30 p.m.  
Darcy Schlichting
- Town of Granby: March 9 at 5:30 p.m.  
Jeremy Krones
- Town of Fraser: March 17 at 6 p.m.  
Sally Leclair
- Town of Hot Sulphur Springs: April 15 at 6:30 p.m.  
Marcus Davis and/or Jim Sloan
- Town of Kremmling: April 21 at 6 p.m.  
Jim Sloan
- Town of Grand Lake: TBD  
Janet Thomas

- C. United for Libraries Pilot Program  
Topic: Library Advocacy – content shared by Janet Thomas  
Prior to attending town meetings, Janet wanted to share information about this topic to provide insights for Trustees. Highlights included: (1) being visible in the community to win community support for the District, (2) be visible in the community to win financial support by knowing the “Powers that Be,” (3) remember that our Library District is part of the infrastructure of our community, and (4) be enthusiastic about our programs and why they are valuable.
- D. Board Goals  
Sally and Polly met to word-smith and finalize the goals for 2021. The three final goals have been shared with the Trustees. The goals will focus on work around the Strategic Plan, board training of best practices & current library trends, and increasing awareness of the GCLD Board of Trustees By-Laws, Trustee Manual, Policy Handbook, and partnership MOU’s.
- E. MOU Review - Friends and Foundation  
A review of current partner MOU’s (Friends and Foundation) was conducted to improve familiarity with these agreements. MOUs are consistent with ALA and CSL recommendations. There have been some changes at Friends so the MOU may need some revisions.
- F. Foundation Request for 3.16 Policy Variance  
The Foundation would like to host an author presentation (outside) on GCLD property. This event would include book sales with a portion of the sales going to the Foundation. However, all exchange of money must take place outside of Library property. Organizers may charge for the sale of products during a program on Library property if granted an exception by the Board of Trustees. All such sales are the sole responsibility of the booking organization. Board discussed granting this one time exception for the Foundation event.

*Motion to move to action an exception by the Board of Trustees of GCLD Policy 3.16 thus allowing the exchange of money on Library property for the requested Foundation event.*

Bambi Statz motion; Marcus Davis 2<sup>nd</sup>

All approve

- G. Strategic Plan Initiatives & Statistics  
Four additional initiatives have been added to the Board packet. Gallagher reported on the goals and activities for each of the initiative areas including Open Hours, Marketing, Early Childhood, and Civic Engagement. Library Without Walls and Digital Access may end up in other goal areas as we continue to reconfigure goals and objectives.
- H. Special District Letter - Support of H.R. 535 and S. 91, the Special Districts Provide Essential Services Act  
Due to increased facilities costs around the COVID-19 pandemic, the GCLD has been asked to send a letter of support to state representatives asking them to consider two bills that will allow special districts to apply for funding as needed to cover ongoing costs of cleaning and sanitizing and/or other costs related to the pandemic. Discussion took place regarding whether to support the letter. Concern was voiced regarding the need and use of Federal tax dollars connected to COVID-19 relief in upcoming funding bills.

*Motion to move to action the Special District Letter stating Support of H.R. 535 and S. 91.*

Bambi Statz motion; Darcy Schlichting 2<sup>nd</sup>

Marcus Davis votes no

Motion carried

VII Action Items

A. Foundation Request for 3.16 Policy Variance

Motion to make an exception to the GCLD Board of Trustees Policy 3.16 that will allow the exchange of money on Library property for the requested Foundation event.

Marcus Davis motion; Janet Thomas 2<sup>nd</sup>

All approve

B. Special District Letter – Support of H.R. 535 and S. 91, the Special Districts Provide Essential Services Act.

*Motion to support sending the Special District Letter in support of H.R. 535 and S. 91*

Bambi Statz motion; Marcus Davis 2<sup>nd</sup>

All approve

VIII Adjournment

*Motion to adjourn at 7:15 p.m.*

Jim Sloan motion; Janet Thomas 2<sup>nd</sup>

All approve