MINUTES

5:30 p.m.
   I.   Call to Order and Consideration of Trustee Absences

   II.  Amendments to the Agenda

   III. Approval of the Agenda
        Motion to approve the agenda as presented.
        Janet Thomas motion; Darcy Schlichting 2nd
        All approve

5:35 p.m.
   IV.  Consent Agenda:
        A. January Regular Meeting Board Minutes
            January budget reconciliation will be included in the March board packet.
        B. Correspondence – Two communications have been received.
            a) Shelly Mathis, staff member, note of thanks for bonus and recognizing the value of the work being done throughout the district.
            b) Janet Poyser, community member, concern over the mask requirement in GCLD libraries.
        C. January Budget to Actual and Balance Sheet
           Motion to approve the consent agenda as presented.
           Marcus Davis motion; Mike Johnson 2nd
           All approve

5:40 p.m.
   V.   Reports
        A. Friends of the Grand County Library, Inc.
           Judy Smith reported. The Friends are planning for a progressive dinner in Grand Lake once again this year and are also planning to bring back Tops of the Rockies this year. Dates for both events are to be determined. An art contest is in progress throughout Grand County. Artwork will be collected, voted on, and used for tote bags and bookmarks. Five designs will be selected and used to create these promotional materials. Judy thanked the branches and librarians for sharing the information and promoting the event with patrons. The contest will run from February 15 – March 8. Sally commented that this will be a
wonderful opportunity to involve kids - adults in activities.

B. Grand County Library Foundation
Darcy Schlichting attended her first meeting as a Foundation director via Zoom. The board decided to transfer assets from checking to their Edward Jones account. The operating budget was discussed. The author talk is scheduled for March 18, 5-8 p.m. A poster with details is available. The Foundation is currently working on getting sponsorship.

C. Public Comment
Open 5:39 p.m. Close 5:39 p.m.
None at this time.

5:40 p.m.

VI. Information Items
A. Review by Executive Director of January GCLD Department Highlights & Statistics
Gallagher reported. We are in the midst of prepping and planning for the year by reviewing individual staff goals and planning for the All Staff Training scheduled for March. All are currently cleaning out files, both digital and paper. Makerspace kits continue to be successful. They are being used a bit differently in each branch. Hot Sulphur Springs Library has the kit out and available for anyone who wants to tinker and explore. Kids come in off the bus after school, and they like to come in and use the kits. Juniper Library does Friday-Sunday event. People come in and explore during open hours. Fraser, Granby, and Kremmling have days allocated for these kits.

Brief stats charts have been added to the monthly board reports per trustee request. We have been tweaking the format and making sure branch managers know what to include in monthly stats.

The TAG event is coming up March 4, Teen Takeover. Chris Newell has provided a flyer for trustees to share out. Advisory group meetings are going well, and they are meeting twice per month to get prepared for the event.

B. Meeting Calendar
a) Audit – On March 2 the team McMahan & Associates, LLC will be on site to conduct the audit. Tara Thompson will schedule a March meeting for the finance committee to have information to share at the March Board meeting.

b) Town visits for first quarter – Polly will recommend the month of March.
   • Fraser (1st and 3rd Wednesdays) – Mike Johnson or Sally Leclair
   • Granby (2nd and 4th Tuesdays) – Jeremy Krones

c) Half-day board workshop (potential dates) – Sally proposed a date in May for trustees to get together for a staff training. Friday, May 13, has been recommended. Polly and Sally will put together an agenda and research content ideas.

C. Board Goals
Finalized version of 2022 Board of Trustees Goals based upon input from draft
Sally requested feedback on the goals that were provided in the Board packet. New member for the Policy committee will be Alan Walker. A reasonable timeline for each goal was reviewed by Sally.

D. Information Technology update for 2022
IT Manager Anthony Leyba will share focus and projects for 2022
Anthony provided a summary of the 2022 technology items. Granby meeting room
upgrades – formalize the virtual meeting setup so it is easier for users to connect. Include upgrade to the audio and microphone setup and potential projector upgrade. There will be similar upgrades to the larger conference room at the Fraser Valley Library. It will be turned into a conference-style room as well. He is looking into a mobile format so equipment can be relocated to other rooms as needed, versus being permanently installed. Computer replacement cycle – Kremmling is happening now. Supply chain issues have slowed things down, but hoping to be completed by end of Q1. We are working on an additional work station for professional use at each branch, with the exception of HSS. This could be used for things like virtual interviews, telehealth, and attendance at a group meeting. Mobile printing will be happening at each of the branches – staff training end of this week, and we will promote this service publicly as soon as training is complete. Internal document handling and processing – programming new forms in Office 365 that allows for more automated handling. We are currently doing things manually, and will either look for a third-party replacement or a way of handling things in-house. Anthony fielded questions from the Board regarding purchase of computers and IT equipment.

E. Library Trends
Gallagher started the library trends focus with a discussion and common understanding around the Library Bill of Rights. There has been a rise in censorship across the country in libraries, and numerous issues have been popping up in the news lately. Polly presented information to help trustees understand one of the premises libraries operate under – the Library Bill of Rights. Polly took us back to the foundation of public libraries. American Library Association’s (ALA) Intellectual Freedom office provides valuable information about the topic. The US Constitution was reviewed since it is synonymous with Freedom of Speech and Freedom of Religion. The First and 14th Amendments were discussed, and expressions not protected by the First Amendment were highlighted. The Library Bill of Rights, which is a living document, was adopted in 1939 by ALA, which is an advocacy association for all libraries to provide support to our institutions. Key elements of this document were presented as a means to provide advocacy, policy, and guidance (not law). Our GCLD policy manual reflects these key elements. The terms Intellectual Freedom and Censorship were defined and discussed in regard to the continuum of information – the rights of both sides must be protected. Reference to the GCLD Policy Manual was made in regards to trustee response should a patron express concern. Libraries provide the ideas and information to allow people to inform themselves. We have good polices in place for resources, collections, and programs. Gallagher solicited questions from the Board. A recommendation was made to post the Library Bill of Rights in each branch, and trustees thanked Polly for a thorough presentation.

6:55 p.m.

VII. Action Items
None at this time.

6:55 p.m.

VII. Adjournment
Motion to adjourn the meeting at 6:55 p.m.
Jeremy Krones motion; Mike Johnson 2nd
All approve