MINUTES

Trustees: Sally Leclair, Jeremy Krones, Marcus Davis, Darcy Schlichting, Mike Johnson, Alan Walker, Jen Goertz
Staff: Polly Gallagher, Tara Thompson, Chris Newell, Sue Luton
Public: Paul Backes

I. Call to Order and Consideration of Trustee Absences
   Meeting called to order at 5:30 p.m.

II. Amendments to the Agenda
    None at this time.

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

IV. Consent Agenda:
    A. April Regular Meeting Board Minutes
    B. Correspondence
    C. March Bank Reconciliation and April Bank Reconciliation
    D. April Budget to Actual and Balance Sheet
       Motion to approve the consent agenda as presented.
       Marcus Davis motion; Mike Johnson 2nd
       All approve

V. Reports
    A. Friends of the Grand County Library, Inc.
       Pancake breakfast and bake sale will be held as part of Kremmling Days in Town Square and
       will run from 7:30-9:30 a.m. on both Saturday and Sunday, June 17-18. They will plan to serve
       until food runs out.
    B. Grand County Library Foundation
       Darcy Schlichting reported. The first author talk will be Friday, June 2, at Granby Library, 6-
       7:30 p.m. Ted Conover will discuss his book, Cheap Land Colorado. Next meeting is July 11.
    C. Public Comment
       None at this time.
VI. Information Items

A. Review by Executive Director of April GCLD Department Highlights & Statistics

Sue Luton, branch manager, reported on things happening at Juniper Library and shared that the branch is gearing up for Summer Reading Program. She introduced her staff via slideshow and shared the things they are working on for the library. Sue highlighted the Senior Lunch and Learn program. Numbers are high for this program, and it has been very popular. Twenty-eight people attended May’s event. The Town of Grand Lake has given the library barrels for upcoming gardening programs. Outdoor sensory tables are a big hit with the younger patrons.

Gallagher summarized highlights that were provided in the monthly Board report. Passwords are in play. The top circulation items are DVDs, and for the first time, eighteen of the top twenty items are Primers. There was a slight dip in April, but we are still up compared to past years at this time. Welcome to Jen Goertz for her first Board of Trustees meeting. Rod Hightower has returned to the Facilities Associate position, and Misty Walters has begun as Library Clerk in Fraser. Kaylene Loo has transitioned to Catalog Associate, and Anna Szczepanski is back as Temporary Library Clerk. Shelly Mathis is officially an MLIS and has graduated! Final One Book Grand programs are happening the next couple of weeks leading up to Ted Conover’s visit on June 2.

B. Meeting Calendar

a) Town Meeting: Town of Hot Sulphur Springs, Thursday, June 15; Polly and Marcus will plan to attend.

b) Board of County Commissioners Annual Report: Tuesday, June 6; Polly and Sally plan to attend. Agenda is not set for this meeting.

c) Debt Payoff Celebrations
   • Juniper – Sunday, May 28 at 1 p.m.

d) SDA Regional Workshop: Granby Fire Department
   • Thursday, June 15 at 8 a.m.; Jen and Jeremy will plan to attend.

e) Summer Schedule
   • June 20: Hot Sulphur Springs Library
   • July 18: Kremmling Library
   • August 15: Fraser Valley Library

C. 2022 CO Public Library Annual Report

Infographic for 2022 CO Public Library Annual Report (PLAR)

Polly Gallagher highlighted the history of this library report and the reason it is completed annually. The infographic was displayed, and results were summarized for Trustees. Polly fielded questions from Trustees and shared information about the LRS site (Library research Service). There is a way to use the site to compare data across a variety of state libraries.

D. Policy 3.5 Access to Resources and Request for Reconsideration Form

Policy Committee provided updates and recommendations for change based on board feedback including response time, stakeholders, and frequency of review. Information was shared and discussed regarding the Request for Reconsideration Form. Changes to the policy were presented. It was decided that Trustees will review recommended policy changes and come prepared to the June meeting to address approval of the revised policy.

E. Financial Policy Update

Finance Committee recommends updates to Financial Policy. Projectors are now part of collection for checkout, not requiring any special treatment; recommend removal of 3.18 Equipment Use. Additionally, under 4.5G our checking account is operational not single signatory and with change in law (effective Aug.1, 2023) for RFP requirements, 4.6g Competitive Bidding policy be updated from $50,000.01 to $120,000.01. With this change, recommendation is to additionally alter 4.6f Bids Proposals, and Quotes for $2,501 – 20,000 rather than $2,501 -$15,000 due to inflation; this will allow facilities work to continue without disruption.
F. Determine Community Needs for Use of Reserve
Trustees started the discussion for next steps and assessment of funds. We have reserves, so there needs to be discussion and a plan moving forward for how best to utilize these funds. Marcus summarized finance committee meeting business. Board members discussed ideas for use of funds and what should be kept in reserve for use in the future as needs arise. A question was posed regarding conducting another community needs assessment. Members feel they have a good understanding of the county, and there will be a need in Kremmling for a new library facility. It was recommended that a committee be put together to begin fact finding. It will be important to engage members of the community as well as Town of Kremmling employees. A Future Needs Committee was recommended.

G. 2023 Legislative Session
Gallagher summarized events that came out of the most recent 2023 CO Legislative Session and how they may apply, or impact, our work. SDA has legislative and advocacy person for special districts, CAL provides advocacy at the state level regarding libraries, and Employer’s Council helps us stay up on CO labor laws. Gallagher reported that there are many peripheral legislative items that don’t directly affect our library operations, but may affect other areas such as our apartment rental. Emphasis of legislative session related to GCLD include property tax, construction cost, non-gendered bathrooms, workforce skills, HR related work, and rental properties.

VII. Action Items
A. 2022 Financial Audit
Discussion about accepting the audit. The revised audit was received. Paul Backes was available to field questions.
Motion to accept the 2022 financial audit provided by McMahan and Associates as presented.
Marcus Davis motion; Alan Walker 2nd
All approve

VIII. Adjournment
Motion to adjourn the meeting at 6:55 p.m.
Darcy Schlichting motion; Jeremy Krones 2nd
All approve