Minutes

Trustees: Sally Leclair, Jeremy Krones, Marcus Davis, Darcy Schlichting, Mike Johnson, Alan Walker, Jen Goertz
Staff: Polly Gallagher, Tara Thompson, Chris Newell, Jeanette McQuade

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

II. Amendments to the Agenda
    The following Information Items are recommended as amended additions to the agenda.
      F. Capital Project Budget/Appropriations
      G. Policy Manual Revisions
      H. Waiver to 3.17 Meeting Room Policy
    Motion to approve amendments to the proposed agenda.
    Jeremy Krones motion; Alan Walker 2nd
    All approve

III. Approval of the Agenda
     Motion to approve the amended agenda.
     Marcus Davis motion; Darcy Schlichting 2nd
     All approve

IV. Consent Agenda:
    A. September Regular Meeting Board Minutes
    B. Correspondence
    C. August Check Reconciliation
    D. September Budget to Actual and Balance Sheet
       Motion to approve the agenda as presented.
       Jeremy Krones motion; Alan Walker 2nd
       All approve

V. Reports
    A. Friends of the Grand County Library, Inc.
       No report at this time. The annual meeting will be held at Granby Library on Saturday, Oct. 21, at 10 a.m. A survey request was recently sent to members to seek input about recruiting new members as well as feedback regarding future fundraising ideas.
    B. Grand County Library Foundation
       Darcy Schlichting reported. The next meeting will be held Tuesday, Oct. 17, 11 a.m. at the GCLD District Offices. Colorado Gives – The Foundation received $30 in September.
    C. Public Comment
       None at this time
VI. Information Items

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

Gallagher presented a summary of September’s programs and activities and mentioned that next week is Friends Appreciation Week. If you see a member, please pass along gratitude for all they do for GCLD and continue to help spread the word about membership. Annual dues are $25. Gallagher went on to report on Prop HH polling shows is currently showing similar support and opposition. Additionally, focus of book challenges are now being responded to as a civil rights issue. Department heads have worked hard on budget preparations including more imminent facilities projects that will need to be completed in 2023. New staff members at Fraser Valley and Juniper have been onboarded, and we continue to look for a cleaner for Kremmling. Additional funds are being spent in library resources to keep up with the demand for digital/electronic resources. Special thanks to Fraser River Valley Lion’s Club for a grant to support OverDrive purchases. Plastics continue to be collected resulting in the acquisition of Rotary Trex benches for Fraser Valley and Granby libraries. AV equipment has been installed in Kremmling which will improve digital projection and sound in the meeting room. Adult programming continues to expand with the addition of sewing/crafting clubs, movie nights, and hikes and walking programs. Statistically speaking, we are up in all areas except for general circulation (down 200 compared to 2022 with more than 16,100 items checked out so far in 2023). We are seeing the impact of digital resources as they have no renewals. Remember Solar Eclipse Viewing Parties at all open locations on Saturday, Oct. 14, from 10 a.m. – 12 p.m.

B. Meeting Calendar

a) Evaluations

- Executive Director Review
  - Review to occur at November meeting; Sally and Allen will facilitate
- Board Self-Evaluation
  - Results to be presented at the December meeting; goals to be determined at the January meeting; Darcy and Mike will review comments and report to Trustees.
- Officer Slate
  - To be presented at the December meeting; Sally will be looking for people to serve on the officer selection committee.

b) Q4 Meetings

- November 14 (early due to Thanksgiving)
  - Public Hearing on Budget
  - Public Hearing on Spending Cap (pending Prop HH vote)
- December 12 (Annual Meeting)

C. Trustee Re-Appointment Committee

Recommendation for re-appointment from the Committee based upon the Trustee Evaluation for Jeremy Krones. Marcus and Jen reviewed the survey results, and all have positive things to say about Jeremy. There was some discussion regarding District representation and GCLD policy with recommendation that Alan Walker have his position altered to District 2 and Jen Goertz represent District 3. Jeremy Krones is recommend to be an at-large trustee position.

Motion to move to action the recommendation to the BOCC the reappointment of Jeremy Krones along with the changes to District 3 – Jen Goertz and District 2 – Alan Walker.

Marcus Davis motion; Darcy Schlichting 2nd

All approve

D. Preliminary 2024 Budget Presentation by Finance Committee and director of Finance Tara Thompson of the proposed 2024 GCLD Budget

Tara provided a presentation regarding the work completed by the Finance Committee and director of Finance for the proposed 2024 GCLD Budget. We have reserves necessary to fund an expense-based budget, so Tara did not put together multiple budgets with Prop HH pending vote in November. Income is based on assessed income from August – expecting 48% growth in income based on August numbers. It is better to understand what the Library will look like and determine how we can fund it whether or not Prop HH passes. Total
available resources for 2024 are projected to be around $8,946,000. Areas seeing significant changes include library resources (specifically expanding eBooks and Audiobooks to meet community demands), 26 separate capital projects for facilities, technology updates and upgrades, programming to meet increased participation, and staffing capacity building continues. The budget does not take into account necessary expenses to seek a future Kremmling facility, more research to be conducted prior to final approval. 2024 proposed budget includes putting another $1.8 million into reserves with a certification of 3.36 mills or what GCLD is able to collect. It does not have a temporary reduction as eligible by way of SB238 passed last year. No significant changes to the Grand County Library Foundation budget from current year.

Motion to move to action post the 2024 proposed budget as presented with changes discussed for public posting for hearing in preparation for November meeting.

Marcus Davis motion; Jeremy Krones 2nd
All approve

E. GCLD Reserves
Finance Committee discussed updating reserve funds in light of debt pay-off and future needs. Discussion included recommendations for the identification of reserve funds by resolution for Kremmling Library, flexible space, future building, and the increase in minimums for Facility Capital Fund and Technology Capital Fund. Questions were asked, and there was discussion about the pros and cons of this change. Tara presented two draft resolutions for members to review. One that updates the Economic Stabilization Fund in light of increased operating costs of at least 25%, and the second that re-names the Debt Retirement Fund to the Kremmling Library Fund. It was recommended that resolutions be edited to include specific language from the sun setting mill levy ballot language for debt repayment and research to see what other libraries put aside for rainy day funds and reintroduced during the November meeting.

F. Capital Project Budget/Appropriations
Appropriations discussion regarding amounts allocated for 2023. A number of facility projects have popped up needing immediate attention. There are a few projects that were scheduled for 2022 that were addressed in 2023. Staffing has allowed us to get many of the facilities projects completed, freeing up Matt to work more directly with contractors. Completion of these projects has had a major impact on the budget and availability of funds for facilities emergencies that have come up. A request for appropriation increase of $113,000 to complete these projects in 2023. A public hearing will be held at the November meeting as required by budget law.

Motion to move to action to amend the 2023 budget to reappropriate capital improvement from $126,695 to $240,000 in the 2023 budget.

Darcy Schlichting motion; Alan Walker 2nd
All approve

G. Policy Manual Revisions
Results of Gunnison case before the appeals court has resulted in the need to redact personally identifying information from Request for Reconsideration form should a CORA request occur. Additionally, the change to the Rules Governing the Library to remove ‘no cellphone use’ to no disruptive behavior based upon staff recommendation. Polly Gallagher presented recommended changes to the Policy Manual based on these items.

Motion to move to action to approve policy manual updates as presented by Polly Gallagher.

Jeremy Krones motion; Marcus Davis 2nd
All approve

H. Waiver to 3.17 Meeting Room Policy to Accommodate Use by Exchange Student
Granby Rotary is hosting Julia Felix from Brazil. She is attending Middle Park High School and is actively involved in various school activities. As she is unable to work in the United States, to raise funds for a trip to the West Coast including cities and National Parks, she would like to host a Brazilian dinner to sell tickets and raise funds in the Granby Library Meeting Room. There is a request to waive the exchange of money in the library so she can raise money for her trip. The money collected will go directly to her, and the event is scheduled for Monday, Oct. 23.

Motion to move to action the approval of the variance of 3.17 Meeting Room Policy to allow the exchange of funds in the library.
VII. Action Items

A. Trustee reappointment and District representation changes
   Motion to approve the recommendation to the BOCC the reappointment of Jeremy Krones along with the changes to District 3 – Jen Goertz and District 2 – Alan Walker.
   Marcus Davis motion; Alan Walker 2nd
   All approve

B. Post 2024 budget
   Motion to approve to post publicly the 2024 proposed budget as presented with changes discussed.
   Jeremy Krones motion; Darcy Schlichting 2nd
   All approve

C. Amend 2023 budget
   Motion to move to action to amend the 2023 budget to reappropriate funds from $126,695 to $240,000.
   Mike Johnson motion; Darcy Schlichting 2nd
   All approve

D. Policy manual
   Motion to approve Policy Manual updates as presented.
   Jeremy Krones motion; Marcus Davis 2nd
   All approve

E. Variance 3.17 Meeting Room Policy
   Motion to approve the variance to 3.17 Meeting Room Policy to allow the exchange of funds on library premises.
   Jeremy Krones motion; Jen Goertz 2nd
   All approve

VIII. Adjournment
   Motion to adjourn the meeting at 7:40 p.m.
   Jen Goertz motion; Mike Johnson 2nd
   All approve