

Library Board Meeting Minutes

October 18, 2018

Present: Richard Ball, City Council Liaison; Sandy Darby; Cyndi Gueswel; Treva Heiser; Susan Kadlec; Kathy Keeler, Friends of the Library; Diane Lapierre, Library Director; Liz Lucke; Kandi Smith; Therese Torpy, Recording Secretary; M.J. Willard; Sarah Wolfe.

Visitor: Amber Holmes, Manager, Teen Services Division.

1.0 Call to Order - Called to order at 5:00 p.m. by Sandy Darby.

2.0 Approval of September 2018 Minutes - Treva Heiser motioned to approve the minutes as written. Cyndi Gueswel seconded the motion. All voted in favor of approval.

3.0 Library Director's Report

3.1 Monthly Report, September 2018 - Includes a 17% trajectory on gate count and circulation. Diane Lapierre emailed a link to the Board regarding the Ebsco lawsuit. While this is not specific to our library, we do subscribe to Ebsco through CLiC (Colorado Library Consortium).

3.2 Update on October 9 Council Presentation LLFS – Diane Lapierre thanked Board members attending the City Council meeting last week. Most of the questions asked centered on forming a library district. The advantages of a district are larger autonomy and a dedicated funding source. A study on forming a district was last done in 2013.

4.0 Old Business

4.1 Update on Nov 12 Staff X Day Plans – Prior to the end of this month we will invite Board Members to attend our staff training day by sending a link to an electronic sign up site which describes the various training sessions and presenters. Breakfast and lunch will be provided along with an opportunity to meet Mayor Marsh at a Q & A session.

5.0 New Business

5.1 Review Policy Revisions – Amber Holmes, Teen Services Manager, attended to review final updates to our policy document. Amber thanked Cyndi Gueswel, Susan Kadlec and Liz Lucke who served on the Policy Committee and dedicated many hours of work along with the City Attorney and Library Staff. Revisions were made to reflect industry best practices, stakeholder feedback and community needs. Our policy document was last updated in 2015. The goals for this revision were to increase access, reflect current organizational practices and remove procedural language. Cyndi Gueswel suggests adding a table of contents to the document. The next step is to seek City Council approval on November 6. Treva Heiser motioned to approve the document with the addition of a table of contents. Susan Kadlec seconded the motion. All voted in favor of approval.

5.2 Planning for January Board Retreat/Orientation – The new staff person at the State Library may be able to provide training for us. Diane Lapierre will make contact and follow up with us.

6.0 Reports

6.1 Statistical Report – No comments.

6.2 Friends of the Library – Kathy Keeler reports the fall book sale is next weekend and a near record number of books are being prepared for sale. A buyer for the left over books has not been identified yet. Kandi Smith suggested the left over books be donated to a library affected by hurricane damage. Next week is National Friends of the Library Week. If you know of good books about libraries, please send the titles to Kathy Keeler.

Volunteers are hard at work planning the annual Loveland Lights celebration scheduled for December 8 & 9 held here at Loveland Public Library. We discussed having a Library Board member attend the Friends of the Library Board meetings to increase communication. Treva Heiser volunteered to attend.

6.3 Art Selection Committee – The 4th quarter show was successfully installed last week with our new committee member, MJ Willard, helping out. We are preparing to select all the art for the 2019 quarterly shows on November 8. The call for art is open until October 31. We also had a quick training session on the Call for Entry website where the jury will review entries and vote for further consideration.

6.4 Loveland Loves to Read – The September author event went very well. Planning for next year has already started and will take into consideration all that was learned from this year's event.

6.5 Policy Review Committee – See 5.1 above.

6.6 Investment Committee – No activity.

Note: The October/November program guide is now available along with flyers for the upcoming Dia de los Muertos event.

7.0 Adjournment – Sandy Darby motioned to adjourn at 6:27 p.m. Treva Heiser seconded the motion. All voted to adjourn.

Respectfully submitted,
Therese Torpy

/S/ Sandy Darby, Chair