

Library Board Meeting Minutes

September 20, 2018

Present: Cyndi Gueswel, Treva Heiser; Susan Kadlec; Diane Lapierre, Library Director; Liz Lucke; Kandi Smith; Therese Torpy, Recording Secretary; M.J. Willard; Sarah Wolfe. Visitor: Julie Graf, Teen Services Librarian II.

Absent: Sandy Darby, Rich Ball

1.0 Call to Order - Called to order at 4:59 p.m. by Liz Lucke

2.0 Approval of August 2018 Minutes - Treva Heiser motioned to approve the minutes as written. Susan Kadlec seconded the motion. All voted in favor of approval.

3.0 Library Director's Report

3.1 Monthly Reports - Activity included great business events along with a successful open house hosted by the Library Technology & Innovation Division highlighting the new virtual reality equipment. The Colorado Library Association (CAL) held their annual conference at the Embassy Suites Hotel in Loveland and many of our librarians were able to attend. As part of our efforts to showcase Loveland Public Library, a team of librarians hosted a special evening gathering after our library closed and invited conference participants from across the state to come tour our library, eat, create a collaborative art piece, experience our new virtual reality equipment all while networking and building relationships. About 70 people attended along with a few City Councilors and City Staff. Also of note – City Council appointed MJ Willard as our new Library Board Member (moving from alternate status to voting status) at last night's meeting.

3.2 Final Summer Reading Program Numbers – Julie Graf presented a report on participation and completion numbers for Children's, Teens and Adult Summer Reading Program. Engagement increased in all areas. A big thank you to the Friends of the Library for sponsoring SRP.

3.3 2019 Budget Update – City Council reviewed the proposed 2019 budget in a study session two weeks ago. The official budget presentation to Council for 1st reading is scheduled for October 16 and 2nd reading is scheduled for November 6. The Library budget no longer includes collecting fines for overdue materials. Also new for 2019 is an increase in hours from 25 to 40 per week for our Spanish Services Librarian.

4.0 Old Business

4.1 Reconsideration Request Status Update – Diane Lapierre distributed copies of the letter she sent to the patron who submitted a formal request for reconsideration of a DVD in our collection. Unless the patron files an appeal within 30 day of the date of the letter, this matter is closed.

4.2 Feasibility Study / Advocacy Plan Update – Diane Lapierre distributed copies of the introductory letter that will be included in the final feasibility study report to City Council on October 9. Diane continues to work with the consultants to determine costs for the collection, technology, building maintenance and general operations. The executive committee will meet with the consultants next Tuesday to review updates to the report. Diane invited all Library Board Members to attend the October 9 City Council meeting as she presents information on why we need a second library in Loveland. Diane also distributed the Advocacy Plan 2018 – 2019 document which lists ideas for building support for a library branch. We are planning a series of Community Conversation events facilitated by Beth Gudmestad, Amy Phillips and Diane Lapierre. The first event will be held prior to the end of this calendar year. Please provide feedback on this plan to Diane at your earliest convenience.

5.0 New Business

5.1 Board Sub-committee Members (vacancy on Art Selection Committee) –Sarah Wheeler’s resignation from the Library Board leaves a vacancy on the Art Selection Committee. MJ Willard expressed interest along with Treva Heiser. Diane Lapierre reminded us of the upcoming formation of an Advocacy Committee and recognized Treva’s experience, passion and history of advocating for the library would make her an ideal candidate for the new committee. All members agreed to MJ Willard joining the Art Selection Committee.

5.2 November 12 Staff Training Day Planning – All Board members are invited to participate in the Library Staff Training Day (soon to be renamed), 8:00am to 4:30pm. Our keynote speaker is Martin Carcasson, Director of The Center for Public Deliberation at Colorado State University. We are planning several breakout sessions to address knowledge gaps and interests. The Mayor will participate in a Question and Answer session with staff. Cyndi Gueswel will facilitate a session on Well Being. Many more details to follow with specific times and descriptions of offerings with electronic sign up instructions for those that plan to attend.

6.0 Reports

6.1 Statistical Report – Shows small declines in some areas. Susan Kadlec inquired on when do small declines become a concern. Flatirons Library Consortium is working on adding to the downloadable collection. LPL is forming a committee on collection development. Diane Lapierre is working on marrying the library goals with the dashboard statistics. Liz Lucke asked if the City Council Liaison Alternate to the Library Board could attend our meetings when Rich Ball isn’t attending. Diane informed us attendance is recorded and reported to the City Clerk’s Office and Council will soon be discussing attendance.

6.2 Friends of the Library – Loveland Loves to Read Author event is Monday, September 24. Over 60% of the tickets are sold with about 48% of available tickets to the meet and greet sold. The committee will begin looking for the 2019 author in October. Loveland Lights Committee members are meeting and getting organized planning the annual event for December 8 & 9. The Sorting Place will remain at its current location until after the Spring 2019 Used Book Sale. Planning for the October 2018 Used Book Sale is in full swing.

6.3 Art Selection Committee – Artists who had work showing during the 3rd quarter will be picking up their pieces on September 30 while artists who are showing during the 4th quarter will be dropping off their work on the same day. The display cases will be cleaned on Oct 1. Committee members will install the new show on October 2.

6.4 Loveland Loves to Read – See 6.2 above.

6.5 Policy Review Committee – One more committee meeting will be held to finalize everything. Library Leadership Team will review the changes soon. Committee Chair Amber Holmes will attend the October Library Board Meeting to review the complete document. Diane Lapierre will check to confirm if City Management or City Council require approval of final document.

6.6 Investment Committee – No activity.

Note: All City Boards and Commissions with openings are recruiting for members Oct. 1 through Nov. 5. The Library Board has two openings plus an alternate vacancy.

7.0 Adjournment – Kandi Smith motioned to adjourn at 6:30 p.m. Treva Heiser seconded the motion. All voted to adjourn.

Respectfully submitted,
Therese Torpy

/S/ Sandy Darby, Chair