

Library Board Meeting Minutes

October 26, 2017

Present: Banner Combs; Sandy Darby; Eric Harting; Treva Heiser; Susan Kadlec; Kathy Keeler, President Friends of the Library; Diane Lapierre, Library Director; Liz Lucke; Therese Torpy, Recording Secretary; ShawnaLee Washam.

1.0 Roll Call/ Minutes of September 21, 2017 Meeting – Called to order at 4:57 p.m. by Sandy Darby. Susan Kadlec motioned to approve the minutes, with corrections noted, from the September meeting. Treva Heiser seconded the motion. All voted in favor of approval.

2.0 Visitors - Alan Krcmarik, Executive Fiscal Advisor, City of Loveland; Vincent Junglas, Assistant City Attorney, City of Loveland; Amber Holmes, Teen Services Manager.

- Alan Krcmarik distributed a statement of the Kroh Charitable Trust Account showing 11% performance gains from 12/01/2016 to 09/30/2017.
- Alan noted that he is presenting to City Council on November 22 regarding current and future Capital Expansion Fees. He confirmed with the board his plan to use the last direction provided by the board, a letter recommending the CEF calculation formulas not be reduced. He will recommend an increase to account for inflation.

3.0 Library Director's Report:

3.1 Review/Input on Board Meeting Presentations – Diane Lapierre distributed a list of planned presentations to the board for the remainder of 2017 and into 2018 meetings and asked for feedback and suggestions.

3.2 Update on the 2018 Ballot Measure planning – City Council agreed to hire a consultant to assist with the planning to put a measure on the ballot for a half cent tax increase to pay for growth including library expansion. Diane Lapierre and Brent Worthington, Finance Director, City of Loveland are co-chairing the committee. They will create a citizen advisory group to participate in these efforts. If you know community members who might be interested in joining this group, please share names and contact information with Diane Lapierre. ShawnaLee Washam and Treva Heiser expressed interest.

Also discussed:

- We have embarked on a project to improve the Customer Service area and are gathering public input. The next meeting inviting the public to share their ideas is at 7 p.m. tonight in the Gertrude Scott Room. Two sessions have already been held for Library Staff to provide their suggestions. Board members are invited to provide their suggestions at tonight's session. Humphries-Poli Architecture Firm has been contracted to guide us through the improvement process and will present to the Library Board at the November 16 meeting.
- Our new Business Librarian, Jack Dorr, started the last week of September and is already busy meeting with clients and contacts at the Small Business Development Center.
- Our big Dia de los Muertos celebration is coming up on November 5.

4.0 New Business

4.1 Process to add student member to Library Board in 2018 – Vince Junglas and Amber Holmes distributed a proposal to add a youth member to the Library Board. This member will be recruited next spring to begin their term in the fall to coincide with the school calendar year. This would make the total number of voting members eight. This brought up the question of what to do in the event of a tie vote. We will check the handbook and share the answer at the next

meeting. Banner Combs motioned to accept the proposal as presented. Susan Kadlec seconded the motion. All voted in approval.

4.2 Customer Service Redesign Public Input – See Library Director's Report above.

4.3 Tech Day, November 10 – An invitation to Library Staff Tech Day was extended to all Board members. It will be held 8 a.m. to 4 p.m. on Friday, November 10. Please RSVP to Therese Torpy if you plan to attend.

5.0 Old Business

5.1 Investment Committee Update – Alan Krcmarik has identified a local contact at Wells Fargo. He will ask Guaranty Bank to talk to this contact at Wells Fargo regarding our request to move the Gertrude Scott Foundation account to Guaranty Bank. We have received a copy of the Eugene Borland will to review. We can spend the Kroh funds as determined by the Library Board.

6.0 Reports:

6.1 Staff Report – Comments: The new format is concise. We will move this regular agenda item to the Director's Report section of future agendas.

6.2 Statistical Report – Comments: Outreach numbers are very impressive especially since this was one of our goals for 2017. Express check out numbers have not been available since joining Flatirons Library Consortium. A goal for 2018 is to improve our computer class offerings.

6.3 Friends of the Library – The Friends donate four or five boxes of books to the Larimer County Food Bank every week. The annual FOL Fall Book Sale is this weekend. There is a nice article about the sale in today's newspaper. A planning team is gearing up for Loveland Lights which is December 2 & 3. The bricks sold as a fundraiser have been installed on the library patio. A dedication ceremony is being planned. There is a committee searching for a new Sorting Place.

6.4 Art Selection Committee – The call for artists for 2018 galleria shows is open until November 7. The committee will review submissions and make selections on November 14.

6.5 Loveland Loves to Read – The author event was very successful. The search is on for next year's author keeping the budget in mind. The committee is considering a larger venue depending on the author selected. The FOL Board would like to see the next event bring in enough donations to cover the event costs. If you have suggestions, please contact Treva Heiser.

Not on the agenda: Eric Harting will be resigning from his term on the Library Board at the end of this year. ShawnaLee Washam's term expires at the end of this year. Banner Combs is also planning to resign. If current board members know anyone interested in filling these vacancies, please encourage them to apply for consideration. The City is accepting applications until November 20.

7.0 Adjournment: Meeting adjourned at 6:18 p.m.

Respectfully submitted,
Therese Torpy

/S/ Sandy Darby, Chair