

Library Board Meeting Minutes

August 17, 2017

Present: Sandy Darby; 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 June 15, 2017 Meeting – Called to order at 4:56p.m. by Sandy Darby. Liz Lucke motioned to approve the minutes from our June 15 meeting. Treva Heiser seconded the motion. All voted in favor of approval.

2.0 Comments/Questions by Visitors - No visitors.

3.0 Library Director's Report:

- We are beginning the strategic planning process with an off-site Library Leadership Team meeting next Tuesday, 8/22/17. We will develop a framework for our plan and work with staff, the Friends of the Library, the Library Board and the community to develop work plans for 2018. We will work on creating a new mission statement and we are also looking at our current staffing for efficacy and determining if the right people are in the right service areas. We will share the results of the planning session with the entire staff at our monthly staff meeting on 8/23/17.
- We are looking at January for a review/retreat with the Library Board around roles and responsibilities.
- The library will be closed on Friday, Nov. 10th for our annual "Tech Day". We are taking a look at how we use technology in our services for the community and determining if we have the skills and tools we need to provide those services. The Library Board is invited to attend Tech Day. More information will be available closer to the date.
- The eclipse program held at the library yesterday was very popular.
- **Correspondence (summary):** We received a \$1000 donation from a friend of Diane Lapierre's for use at the discretion of the Director.

4.0 New Business

4.1 Board Member Resignation – Janice Benedict has been hired in a temporary capacity in our Adult Services Division therefore she has resigned from the Library Board. We plan to re-interview our two alternate board members and select one to fill the remainder of Janice's term which expires on December 31, 2017. Treva Heiser informed us that she called City of Loveland Human Resources to talk about the roles of an Alternate Library Board Member but they didn't have any information to share with her. We distributed copies of the City of Loveland's Boards and Commissions Handbook which does not specifically address the roles of an alternate. Diane Lapierre will lead the effort to establish a description of the roles and responsibilities of an alternate.

4.2 Summer Reading Program Wrap-up – Amber Holmes, Teen Services Manager, presented a summary of our 2017 Summer Reading Program.

- 2,888 people signed up for SRP
- 1,445,582 minutes were read
- 3,531 titles were read
- 275 titles were reviewed
- 8,816 games were played
- 1,050 book lists completed (link to our catalog)
- 16,698 digital badges earned
- 3,580 free prizes won
- 88% of our SRP participants were youth aged 0 to 17
- Storyteller in the Park reached 1600 kids and their families

- Teen staff partnered with Platte Valley Youth Services Center for a joint SRP
- Young Adult author Simone Elkeles spoke with teens at the library and at Platte Valley Youth Services Center
- Teens volunteered for a total of 440 hours
- Kids performed 2 hours of volunteer work to earn a pin for their lanyard for a total of 308 volunteer hours
- A partnership with TSD resulted in over 400 free books given to children
- Robotics were demonstrated at eight different sights
- Local businesses hosted teen field trips

Treva Heiser liked this presentation so much she suggested that Amber Holmes present this information to area civic clubs, the City Council and submit the information to the local newspaper for publication.

5.0 Old Business

5.1 Investment Committee Update – Banner Combs has sent a letter to Wells Fargo requesting they resign from the management of the Gertrude Scott Foundation account. Moving the management of the account to Guaranty Bank will save on fees as they will aggregate with the Kroh Trust account currently managed by Guaranty Bank and they can provide local support and can easily attend Library Board meetings if requested to do so.

6.0 Reports:

6.1 Staff Report – The shorter report format is appreciated. The photos are great.

6.2 Statistical Report – We will streamline this report to align with our strategic plan. We are looking at customer count and the percentage of population of card holders. We'd like to do GIS mapping of where our cardholders are and where there is a need for service.

6.3 Friends of the Library –

- The current Sorting Place will be demolished in 2019. It is located on property owned by the Parks and Recreation Department who will use this land for other purposes. A committee will be formed soon to look at potential properties for relocating the sorting activities.
- Current FOL work is focused on the upcoming October Book Sale at the Ranch. Books that Sorters don't think will sell are sent to Thrift Books. A large waste stream has been identified and will be addressed.

6.4 Art Selection Committee – The committee is meeting on November 14 to select art for the 2018 Galleria Shows. The call for art is open now on the website Café. To date, no one has applied.

6.5 Loveland Loves to Read – The Author event is September 18th at the Rialto. The author luncheon is on September 19th at Sylvan Dale Ranch. A bus will provide transportation from the Chilson Center to Sylvan Dale for lunch participants. All the publicity materials are complete.

Not on the agenda: CAL Conference will be held in Loveland in October at the Embassy Suites. Therese Torpy will send the board some information on how to locate program information. Susan Kadlec, ShawnaLee Washam and Treva Heiser expressed interest in attending if there are programs suitable for Board members.

Note: ShawnaLee Washam will be unable to attend our September meeting.

7.0 Adjournment: Meeting adjourned at 6:07 p.m.

Respectfully submitted,
Therese Torpy

/S/ Sandy Darby, Chair