

# **Library Board Meeting Minutes**

**May 25, 2017**

**Present:** Sandy Darby; Treva Heiser; Amber Holmes, Teen Services Manager; Susan Kadlec; Kathy Keeler, President Friends of the Library; Liz Lucke; Amy Phillips, Acting Library Director; Therese Torpy, Recording Secretary; ShawnaLee Washam.

**1.0 Roll Call / Minutes** - The meeting was called to order at 5:00 p.m. by Sandy Darby. Treva Heiser motioned to approve the March minutes as written. ShawnaLee Washam seconded the motion. All voted in favor of approval. Note: the regular standing board meeting on the 3<sup>rd</sup> Thursday of the month, 5/18/17, was cancelled due to a snowstorm that closed the library early at 5:00 p.m. and was then rescheduled and held on the 4<sup>th</sup> Thursday, 5/25/17.

**2.0 Visitors:** Kathy Keeler, President, Friends of the Library and Amber Holmes, Teen Services Manager.

**3.0 Correspondence:** A thank you card from Marcia Lewis was shared with the board.

## **Library Director's Report:**

The Customer Services Division is adjusting to the many changes spurred by joining Flatirons Library Consortium. There has been a major influx of Hold Items and a large increase in Prospector loans. The team is busy looking at potential flow changes for improved efficiency. Three Material Handlers left the library during May. Our Business Librarian left LPL for a position with Denver Public Library. There will be an increase in the cost of our courier services due to the volume increase. FLC is researching contracting with a dedicated courier for all FLC sites. We are wrapping up the budget planning for 2018. We are asking the City for funds for library programming to relieve some of the burden from FOL donations. We are also asking for a new full time position to be split between LTI and Teens. Our first Sunday closed for the season will be this Sunday, May 28<sup>th</sup>.

## **4.0 Old Business:**

**4.1 Investment Committee Update** – No update available at this time.

## **5.0 New Business:**

**5.1 Kroh Quarterly Report** – Alan Krcmarik delivered the Kroh report as our meeting began. Total market value is showing at \$632,321.92 as of March 31, 2017.

**5.2 Work Plan 1<sup>st</sup> Quarter Update** – The biggest accomplishment noted was the completion of joining FLC. Other major activities are that the numerous first grade field trips to the library were successful along with the successful completion of the hiring process for a new Library Director. Diane Lapierre will join LPL on June 5<sup>th</sup>.

**5.3 Summer Reading Program** – Amber Holmes, Teen Services Manager did an overview of the SRP plans for both the Teen and Children's Divisions. Our SRP is an incentive program to prevent summer slide which can drop reading ability by an entire grade level. Literacy activities are shown to prevent slide. This year's theme is Build a Better World. She distributed flyers with schedules for all the great programs we have planned and also invited the Library Board to attend the kick-off parties. Teen Staff has partnered with Platte Valley Correctional Institute to provide the SRP to kids in residence at this facility. In addition, author Simone Elkeles will meet with kids here at LPL and make a visit to Platte Valley to meet with kids there and autograph her books for them. See our website for all the specific details.

## **6.0 Reports:**

**6.1 Staff Report** – The comment was made about all the great photos included in the report.

**6.2 Statistical Report** – The move from Millennium software to Sierra for our internal library system has skewed the numbers on the report. We have a request in to the FLC data expert to clarify the numbers and the mapping.

**6.3 Friends of the Library** – The Friends are once again selling customized bricks for installation on the library patio area. Unfortunately the vendor they used in the past has gone out of business as of 5/15/17. There are only two businesses in the United States that manufacture and customize these patio bricks. FOL members will soon receive an email with details on promoting this fundraiser. Orders will be placed through a link on the FOL website. Deadline for ordering is 7/15/17. At the recent FOL Board retreat, it was suggested that some targeted fundraising for clearly identified items needed at the library could be done in 2018. Amy Phillips suggested that some updates need to be made to the iCreate Lab and that Jesse Lopez, Manager of Library Technology and Innovation would like to have laptops and wifi hotspots for patrons to check out. Kathy Keeler will work with Diane Lapierre and the FOL Board to continue to brainstorm ideas for fundraising.

**6.4 Art Selection Committee** – The committee has an agenda prepared and will be meeting on June 2<sup>nd</sup>. An update will be provided to the board at the June meeting.

**6.5 Loveland Loves to Read** –The author lunch with Anne Hillerman on Sept. 19<sup>th</sup> will be at Sylvan Dale Guest Ranch. Arrangements have been made for a bus to pick up lunch participants at the Chilson Center and take them to Sylvan Dale. The committee is still searching for an author for the 2018 program.

**7.0 Adjournment:** Meeting adjourned at 6:10 p.m.

The next library board meeting is 5:00pm on **Thursday, June 15, 2017.**

Respectfully submitted,  
Therese Torpy

/S/ Sandy Darby, Chair