

GRAND COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting
Tuesday, January 18, 2011 5:30 PM
Administration Office

Trustees Present: Roxane White, Jill Miles, Maura McKnight, John Kacik, Rosemary Knerr

Staff Present: Mary Anne Wilcox, Shelly Kilgas, Pat Berger, Kathy Mikol, Marilyn Huff, Joy McCoy, David Bernard, Lauren Bruchez, Jeanette McQuade, Matt Sutton

Public Present: Rich Newton, George Davis, Shawn Davis, Tegan Davis, Linda Cumming, Melissa Giberson, Nicole Boeckers, Joan Miyachi, Erin Stalera, Natascha O'Flaherty, Bob McVay, Cynthia Anne Blair-Hoover

Board President John Kacik called the meeting to order at 5:30 pm

- I. Amendments to & Approval of the Agenda
Wilcox said she had the wrong times on the Agenda and the meeting would probably run over the times set there. White made a motion to approve the amended agenda, McKnight seconded the motion and all said "aye" to approve.

- II. Board Minutes, Correspondence & Public Comment
 - White made a motion to approve the minutes, Miles seconded the motion and all said "aye" to approve.
 - Correspondence: a letter from former employee Pam Cornett, an email from a very satisfied customer and a letter from the County Manager.
 - Kacik said he had received an anonymous letter that he won't read to the Board because it was anonymous. If someone wants to give an opinion they also need to give their name.
 - Public Comment: everyone will be allowed 3 minutes. All should listen and then comments can be made at the end.
 - Nicole Boeckers- a parent of three children, wanted to say that she appreciates the library district. She said Tegan Davis is great with the kids and uses literature to meet their interests. She was heartbroken to hear about the reduced resources to the children's library services. She believes it is a far reaching assumption to assume that all of the librarian's can meet the needs of both the adults and the children; children need someone dedicated to them. She feels that Davis is the best one to fill that role.

Respectfully submitted by Marilyn Huff

- George Davis asked why the issue was tabled last month.
- Kacik said that he thought it was important to have the District's lawyer present.
- Davis thought that tabling the issue was disrespectful, especially when there was so much community support and the petition, to not address it at that time.
- GCLD attorney Newton said he was called at home during the January board meeting. He was uncomfortable addressing the personnel issue without the statute books available, so he recommended tabling it until he could be present.
- Davis said he felt the petition and the people's pleas were not being taken into consideration.
- O'Flaherty said she was frustrated. She said Bernard is now leaving his position and so there is room in the budget for another position. She would like to see if the Board would be willing to work with Tegan Davis and let her have her former position.
- Newton and Davis discussed the need for her authorization to discuss her personnel issues in public.
- Newton said that there should be an Executive Session to discuss legal issues.
- White made a motion to go into Executive Session as presented, Miles seconded the motion and all said "aye" to approve.
The Board returned from Executive Session at 6:05 pm:
- Newton asked if Davis was not going to sign the authorization would she be willing to waive her rights to confidentiality.
- After further discussion between Newton and Davis, Davis said she understood that what is discussed in the meeting could not be controlled; it would not necessarily stay in the meeting. She agreed to waive the confidentiality of her employment record at this meeting.
- Miyachi-is a teacher at Granby Elementary School. She said the teachers made a list of things that would be good for the library's youth programs. The first thing on the list is consistency, needing the same person to build a rapport/bond with the children. She said a familiar face is needed for a great program. She said the Granby Library is used frequently by the Granby Elementary School. She said having different people

- reading stories doesn't build a rapport with the kids. She said they need to have someone who is knowledgeable about books for the kids, as Davis is.
- Giberson-a parent of a child in one of the library programs was sad when she read that Davis wasn't going to be at the library any more. She said she was a fantastic asset to the community.
 - O'Flaherty- said Davis is someone that the kids naturally gravitate to. She said she wondered if the Board would be willing to consider flexibility for Davis during the next year while she finishes her degree. She understood that the budget is set now, but with this vacancy there is now some room in the budget.
 - Kacik said Davis can apply for any open position in the District. The Board doesn't make staffing decisions and the Executive Director has the flexibility to make any staffing decisions.
 - In response to a question about job openings in the District, Kacik answered: the District was restructured, positions were eliminated and then everyone had to apply for the new positions.
 - O'Flaherty- asked a question about the 20 hour position that Davis was interested in and why didn't she hear whether she could have the position or not.
 - Wilcox said there was no 20 hour position available at the time Davis was interviewed. First the full-time positions were filled and then the part-time positions were filled, it was a long and difficult process. Davis, in her letter of interest, said she was interested in a 20 hour position at the Granby Library, but there was not a 20 hour position available at the Granby Library by the time she was interviewed. Wilcox told her there was a 10 hour Library Services Specialist (LSS) position and a 15 hour Technology Assistant position available. Davis declined both of these positions.
 - Davis said the 10 hours for the LSS position were set and didn't fit with her school schedule, which couldn't be flexible. She also said she wouldn't be able to do the kid programs in the 10 hour LSS position and for the tech position she felt it would take too much time to learn what was required to do the position right. So she declined both of the positions.
 - Wilcox said the point is that Davis wasn't terminated; she declined positions that were offered to her that

would fit within the limits of the hours she was available to work.

- Davis said yes, that was correct.
- Wilcox said that she agreed, as stated by others, Davis was a great Youth Services Librarian (YSL) and that she receives similar comments about other GCLD staff as well. She said that the District had to keep moving forward with the restructuring. Wilcox said that Davis made these employment decisions. Wilcox understood that these decisions can be difficult for an employee and she respected that difficulty.
- Another parent said she just doesn't want to see Davis go, her kids love Davis.
- O'Flaherty said that children had not been met at the school on time for the walk to the library for After School Club. She said they had been left unattended.
- Joy McCoy said that the kids are hearing the parents discuss things and they pick up on the parents' feelings and attitudes. McCoy said that she understands that change is difficult for many people, but they need to give change a chance. Meanwhile, the library continues to have quality children's programs and we are working on the issue of consistency in the children's programs.
- Davis- stated that how she sees it is that it is really hard to restructure and she knows that people need hours and there was a need to let some people go. She felt she got offered the bottom parts, the leftovers and she did make the decision to not take those positions. She said she and the community just want the Board to look at the situation and see if there is something that can be done. She said she really didn't want to compete against her coworkers, but she would like to be a part of the change.

III. Reports

- A. Executive Director-there is a lot of sick staff right now. Last Friday the loan rules were all wiped out, the branches had to shut down the self check stations and then staff had to change the due date for all of the items as they were checked out. McQuade and Suzie Cruse worked on the problem and Cruse spent about 4 hours working with Keith Dedman at Marmot to get it fixed. The Kremmling Library Energy Assessment was last week, Sutton will review the report and see what steps should be taken.

Respectfully submitted by Marilyn Huff

B. District Departments

1. Finance- Berger said the budget did come in stronger than we thought. The audit is scheduled for March 3rd or 4th. GCLD had \$300,000 in revenues left in the 2010 budget to be placed in reserves. This will prepare GCLD to face the projected loss of revenues over the next few years.
2. Technology- Kilgas said that the expected bandwidth improvement for FVL is not going to happen. Marmot is investigating more opportunities for us. All of the branches are reporting that the wireless service is not what it should be. This is an issue with a 3rd party provider. Kilgas has been removing equipment per the budget cuts, it is mostly staff equipment, and she is trying not to touch the public equipment. Jessica Paulk is the new Technology Assistant, she started last week.
3. Public Services- The restructuring was launched January 2nd and it is going well. Everything is a little tighter, leaner and busier. There will be some tweaking and adjusting over the next couple of months.
4. Library Resources- The media budget cuts is the reason for the loan rule change, there is no renewal for "New" items and there are now two renewals for other items. Mikol ordered media for all of the branches in December and is hoping to start ordering with the processing and cataloging of items by the end of this week. Staff has been trained in receiving items in the branch and staff will assist the branches in receiving materials for the first time or two. The new OPAC is going well. Staff are reviewing database renewals and also the magazine renewals and getting a bid from EBSCO for their magazine services which will be compared to WT Cox.
5. Facilities- the Kremmling energy audit is done, Sutton said he will review it for cost savings and patron comfort. The carpet cleaning is about done. Sutton is doing interviews for the cleaner position for Granby Library and Admin. He said he is working on securing a new fire monitoring contract. He is also working on fine-tuning the controls for the Granby Library, it will take a while. Sutton said as he visits each building he is taking notes on hardware, etc. so he can set up a preventive maintenance plan for 5 years, 10 years, etc.

C. Branch Manager's

1. Kremmling- The customers are doing great with the changes. Emily Pedersen started doing story time last week. The After School Club starts next month.
2. Granby- Everyone is getting used to the new hours. Bernard has resigned and his last day will be January 21.
3. Fraser Valley- Everyone is adjusting to the new hours. They welcomed Marlene Leiser to the library. The youth programs are going well, the transition has been smooth. Cross training, a part of the restructuring, has started. McQuade said that resources are tight when there is an issue, but ok when things are going smoothly. The Lion's Club made a donation for large print books.
4. Hot Sulphur Springs- No one from HSS was present.
5. Juniper Library- No one from Juniper was present.

IV. Ideas for future action- Kacik: 1) a gift for Louise Steneck's retirement from the board, an e-reader, possibly a Nook, was suggested. 2) Steneck emailed a copy of the new trustee handbook. Kacik suggested that it be an Information item for the next meeting. He will email it to everyone for review and everyone should be ready with comments at the next meeting. White: discuss moving forward with the Strategic Plan. Kacik suggested it be an Information item for the next meeting so we can outline our plan. Wilcox had a gift and card for David Bernard.

V. Action Items

A. Motion to discuss the tabled personnel issue until GCLD counsel is present. Although this was already addressed in the Public Comment section of the meeting, Davis asked if the Board was going to make a decision on her personnel issue. Kacik said that the District had restructured, GCLD would give the new structure a chance and Davis was welcome to apply for any open positions.

VI. Information Items

A. Central District Trustee Candidate Interviews, 15 min each

1. Cynthia Ann Blair-Hoover- answered questions from the Trustees
2. Robert J. McVay- answered questions from the Trustees
3. Dede Fay- not able to come, will be interviewed next month

4. Cathy D. Wise-Dorffer- did not attend, Wilcox will call her to see if she can come next month.

B. 2010 GCLD Accomplishments- Includes: restructuring, rewriting of job descriptions, task force, advocacy campaign, new logo & branding "You belong here", new website, Foundation, Friends, Facilities, etc. There was discussion of hours, e-book statistics, etc. Wilcox will send everyone the final version. This report will be given to the County Commissioners.

C. Review Director/District Goals for 2011-2012

1. Sustain the District by seeking additional funding.

McKnight suggested this goal needed more:
Maintain high level services while continuing efficiencies and seeking additional funding. Wilcox will add this.

2. Create a new Strategic Plan 2012-2015.

3. Develop measurable District standards.

White added a 4th goal:

4. Have a formal evaluation of the restructuring in six months and in one year with input from staff, board and library patrons.

D. Discuss Board of Trustee Self-Evaluations- Louise Steneck had chaired this committee. Kacik appointed Knerr and Bond to co-chair this committee. He suggested asking Steneck for some advice on this issue.

VII. Adjournment- Knerr made a motion to adjourn, Miles seconded the motion and all said "aye" to adjourn at 8:30 pm.