

Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT

BOARD OF TRUSTEES

Special Meeting

Tuesday, March 19, 2019

5:30 PM

Granby Library

55 Zero St., Granby, CO 80446

Minutes

Trustees: Sally Leclair, Marcus Davis, Bambi Statz, Jim Sloan, Darcy Schlichting, Kim Cameron

Staff: Polly Gallagher, Tara Thompson, Emily Pedersen, Tallie Gray

Public: Marla Gall, Merilyn Hunter

- I. Call to Order and Consideration of Trustee Absences
Meeting called to order, 5:30pm by Sally Leclair
Absent (excused): Max Frazier (contacted Leclair via email last week)
- II. Amendments to the Agenda
None at this time
- III. Approval of the Agenda
Motion to approve the agenda as presented.
Bambi Statz motion; Darcy Schlichting 2nd
All approve.
- IV. Consent Agenda:
 - A. February 2019 Board Minutes
 - B. Correspondence
 - A. Letter from Stephanie Ralph of thanks to the GCLD Board of Trustees
 - C. Check Register and Expenditures for January 2019
 - D. Finance - February Budget to Actuals and Balance SheetMotion to approve the consent agenda with amendment to Kremmling Lease action removing inaccurate \$1 rent and identifying name for nay vote in Executive Director Action Plan as roll call not taken.
Marcus Davis motion; Jim Sloan 2nd
All approve.
- V. Reports
 - A. Friends of the Grand County Library, Inc.
Marla: No Juniper Progressive Dinner in order to focus on Top of the Rockies; considering different Fall fundraiser; pancake breakfast for Kremmling Days is next event up.
 - B. Grand County Library Foundation
Jim: MOU reviewed in meeting with Foundation and GCLD; working on Foundation website – ongoing; Pam Houston event brought in potential profit of

~\$700. Will develop a strategic plan and have approved a meeting schedule. No formal meeting in April or May. Workshop in May for strategic plan and by-laws.

C. Public Comment

None at this time.

VI. Information Items

A. Review by Director of Public Services of February GCLD Department

Highlights and Statistics

Polly: Love in the air for February as all branches did some sort of event, programming, etc for Love Your Library month (February); Summer Reading Program planning is on-going. Great Decisions started in Juniper with a waitlist. Program will continue in Fraser and then Kremmling in the fall. All Staff Training planning is taking place with emphasis on communication. All libraries completed patron zone counts at the end of Feb. Financial audit will take place onsite March 20. In reviewing circulation trends, check out of print materials is slightly declining with digital usage going up. Consider this in planning as digital items are more expensive.

B. Trustee Training

A. Sally highlighted the GCLD Trustee Manual as a resource on the GCLD Trustee page with many handy links available.

B. SDA Regional Workshop-June 14 8-12:15 @ Granby Fire. Tara will make reservations if a Trustee is interested in attending. She also shared an article about GCLD in the SDA newsletter.

C. Date for the Town of Grand Lake Presentation discussed with May 13 at 5pm during their Workshop Agenda.

D. BOCC presentation Tuesday, April 23 ~~April 23rd presentation to BOCC~~ at 10:15am

E. National Library Week, April 7-13 fine amnesty

Discussion regarding previous fine amnesty weeks and level of amnesty including removal of fines, replacement cost of lost item, and completely clearing out all charges on GCLD card holders.

Motion to move fine amnesty during National Library Week to an action.

Bambi Statz motion, Marcus Davis 2nd.

All approved

F. Update from the Board Executive Director Search Committee

Bambi led update on Board Executive Director Search Committee including Proposal of Tuesday, April 9 (this would be a public meeting) with possibility of April 10 or 11 as final interview dates with full board. Prior to that all other candidates would have to be notified, press releases prepared, reference checks made on the finalists on/before March 26 (to have two weeks before the April 9 interview date). An executive session would occur after interview to discuss selection with a possibility of shorter executive session during regularly scheduled board meeting in case of need to discuss public comment after the interview meeting and executive session

- G. Review by the Policy Committee of proposed changes to GCLD Policy Manual
Jim led discussion for Policy Committee updates including items suggested by staff regarding formatting, library cards for children, posting of rules including but not limited to open carry, board awareness of capital equipment disposal, and necessity of appendices. Request for policies to be consistently CRS referenced. Policy Committee will continue with review for discussion at next meeting.
- H. Review of MOU between Grand County Library District and Grand County Library Foundation.
Motion to move MOU between Grand County Library District and Grand County Library Foundation to action item.
Marcus Davis motion; Darcy Schlichting 2nd
All approve.

VII. Action Items

- A. Motion to provide fine amnesty for National Library Week, April 7-13.
Kim Cameron motion, Jim Sloane 2nd
All approve
- B. Review of MOU between Grand County Library District and Grand County Library Foundation.
Motion to approve MOU between Grand County Library District and Grand County Library Foundation.
Bambi Statz motion; Darcy Schlichting 2nd
All approve.

VIII. Adjournment

- LeClair adjourns meeting at 7:16 pm
Kim Cameron motion; Bambi Statz 2nd
All approved