MINUTES

Grand County libraries: linking people to boundless opportunities
GRAND COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting January 21, 2020
5:30 PM
Granby Library
55 Zero St., Granby, CO 80446

Trustee: Sally Leclair, Jim Sloan, Darcy Schlichting, Marcus Davis, Bambi Statz, Janet Thomas, Jeremy Krones
Staff: Polly Gallagher, Tara Thompson, Jessi Burns, Emily Pedersen
Public: Merilyn Hunter, Marla Gall, Gaylen Matzen

I. Call to Order and Consideration of Trustee Absences
5:30 p.m. Sally Leclair
None absent

II. Presentation of slate of officers
The 2020 slate of officers was present as follows:
President, Sally Leclair
Vice President, Jim Sloan
Secretary, Darcy Schlichting
Treasurer, Marcus Davis
Motion to approve the 2020 slate of officers as presented
Darcy Schlichting motion; Bambi Statz 2nd
All approve

III. Amendments to the Agenda
No amendments to the agenda at this time

IV. Approval of the Agenda
Motion to approve the agenda for Tuesday, January 21, 2020.
Marcus Davis motion; Jeremy Krones 2nd
All approve

V. Consent Agenda:
A. December Annual Meeting Board Minutes
B. Correspondence
C. Amend November 2019 minutes to attach correspondence
D. Amend December 2019 agenda to identify annual meeting
E. November and December bank reconciliation
F. December Budget to Actual and Balance Sheet
   Motion to approve consent agenda as presented.
   Bambi Statz motion; Janet Thomas 2nd
   All approve
VI. State of the Library
Statement read by Sally Leclair.

VII. Reports
A. Friends of the Grand County Library, Inc.
   Marla Gall: Friends held their annual workshop in January and began
   planning for 2020 fundraisers. Friends is planning to have membership
   drive, including for directors. Donation for $500 was presented from the
   Friends to GCLD.

B. Grand County Library Foundation
   Jim Sloan: Colorado Gives Day brought in a little over $5,000 to the
   Foundation. They continue to evaluate their efforts to see how to improve.
   Beginning to plan for an author talk by Peter Heller scheduled for March 13
   at River Run. Beginning to prepare for their 2019 audit.

C. Public Comment
   Public comment opened at 5:43 p.m.
   Public comment was given. Gaylen Matzen provided comment regarding
   GCLD employees are a great value and what make GCLD a great library and
   to ensure that pay for performance is not a false promise. Comment was also
   given thanking Kim Cameron for her time served on the Board of Trustees,
   as well as support for taping meetings.
   Public comment closed at 5:48 p.m.

VIII. Information Items
A. Review by Executive Director of December GCLD Department
   Highlights & Statistics
   Polly Gallagher: Highlighted various programs and accomplishments
   at each library branch. The mill levy was certified by the Board of
   County Commissioners. Going fine free has been positive for patrons
   with people who hadn’t been into the library for years beginning to
   return. Currently three open positions on staff. Working on cleaning up
   how we are tracking stats to make sure information is accurate.

B. Update bank signature cards
   Tara Thompson: Needs acknowledgement of receipt of the updated Policy
   Manual from Bambi Statz, Janet Thomas, and Jeremy Krones.

C. Designation of Committee representatives
   Committee appointments for 2020 were made as follows:
   Finance Committee, Marcus Davis and Bambi Statz
   Policy Committee, Jim Sloan and Jeremy Krones
   Strategic Planning Committee, Darcy Schlichting and Janet Thomas

D. Meeting Calendar:
   a) Upcoming Board Committee Meetings
      • Finance
      • Policy
      • Strategic Plan
      Public can participate in committees. Dates of meetings will
      be posted on the February meeting agenda.

E. Goals for 2020: Board and Executive Director
   Polly Gallagher: Reviewed Board of Trustee goals and training needs for
2020 including the community assessment survey, strategic plan, revisiting
the structure of meetings and how to manage public engagement. Training
needs identified included SDA conferences, bringing in a representative from
the Colorado State Library, and a refresher on GCLD board policies. Would
also like to see a workshop to debrief on the community survey, in addition to
one before if deemed necessary. Trustees will come to the February meeting
with suggestions. Executive Director goals include implementing the
strategic plan, building positive organization and work culture, and focusing
on personal communication and details.

Polly Gallagher: Reviewed the 2019 strategic plan and recapped all that was
accomplished in 2019. For 2020, the main categories remain the same with
minor changes to the goals to reduce overlap. A new tracking mechanism
was developed for branches. Trustees expressed desire to see tracking of
goals each month to see where excelling and where need help.
Motion to move approval of 2020 strategic plan goals to an action item
Jim Sloan motion; Janet Thomas 2nd
All approve

G. GCLD Community Assessment Survey Project
Polly Gallagher: Currently working with a company to put forth a community
assessment survey to gain insight into community needs such as open hours
and staffing needs. Board of Trustees recommends the Strategic Planning
Committee to review the proposal and make a recommendation at the
February meeting. No action taken.

H. Meeting recording discussion
Trustees discussed the pros and cons of recording the Board of Trustees
meetings. Recommendation from Policy Committee is to record meetings
and keep the recordings until the minutes from the meeting are approved
and then discard. Also recommended having the meeting recordings
accessible via a CORA request in order to track who is requesting and how
often. Trustees discussed pros and cons of the recommendation. Feeling
there is not a need for CORA request, but still questions about how to post
and how long they should be accessible. Concerns where expressed
regarding protections for Trustees if a recording was edited in a negative
way. Decision was made to send back to Policy Committee to formalize a
procedure and safeguards.

VII. Action Items
A. Approval of the 2020 Strategic Plan
Darcy Schlichting motion; Janet Thomas 2nd
All approve

VIII. Adjournment
7:13 p.m. meeting adjourned.
Jim Sloan motion; Marcus Davis 2nd
All approve
2020 Strategic Goals

Grand Lake, CO 80447
970-627-8353
at Grand Lake
Library

Hot Sulphur Springs, CO 80449
300 S. English St.
970-724-9226
Hot Sulphur Springs Library

Cremoning, CO 80446
55 Zeno St.
970-887-2149
Cremoning Library

Grandy, CO 80446
970-887-9411
Central Services

Fraser, CO 80442
421 Norgar Rd.
970-726-5889
Fraser Valley Library

Grand County Library District
Boundless Opportunities

Marketing
- Build a larger observable presence

Sustainability
- Maintain a balanced budget that is

Finance
- Changing community needs.
- Maximize library spaces in relation to

Facilities
- World.
- Technology in the library inspires and

Technology
- Interests of Grand County.
- Recreational, and educational
- Support the informational

Programming & Collections
- Quality programming and collections
Platform

Change to services and opportunities for
Digital resources provide access
Repository for reliable information

Place

Space reflects the changing
Promote social connection
Community engagement and
Provides public space to support
Respected and welcomed
Spaces where visitors are
Provides physical and virtual

People

Agent for positive change
Active in the community as an
Idea
Recollection & the exchange of
Supports creative expression
Promotes personal growth
Through literacy & learning