

Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
Regular Meeting, July 16, 2024
5:30 PM

Location: Fraser Valley Library or Zoom
Meeting ID: 863 4751 3182
Passcode: gMNz7j

MINUTES

Trustees: Sally Leclair, Darcy Schlichting, Alan Walker, Mike Johnson, Jen Goertz, Laura Jones

Absent: Jeremy Krones

Staff: Polly Gallagher, Tara Thompson, Chris Newell, Jeanette McQuade

Public: Anna Szczepanski, Lucinda Long-Webb

5:30 p.m.

- I. Call to Order and Consideration of Trustee Absences
Meeting called to order at 5:30 p.m. by Jen Goertz.
Excused absence – Jeremy Krones
- II. Amendments to the Agenda
Recommendation to postpone discussion on Item H and remove item to the August meeting due to late receipt of tentative quote and internal review process.
Motion to amend the agenda by postponing discussion on Item H, Cloud Based Security System.
Alan Walker motion; Laura Jones 2nd
All approve
- III. Approval of the Agenda
Motion to approve the agenda as amended.
Sally Leclair motion; Alan Walker 2nd
All approve
- IV. Consent Agenda:
 - A. June Regular Meeting Board Minutes
 - B. Correspondence
 - C. May Bank Reconciliation
 - D. May Budget to Actuals and Balance Sheet and June Budget to Actuals and Balance Sheet
Motion to approve the consent agenda as presented.
Darcy Schlichting motion; Sally Leclair 2nd
All approve
- V. Reports
 - A. Friends of Grand County Library, Inc.
Gallagher shared August 8 is Tops of the Rockies. Please purchase tickets sooner rather than later. It would be appreciated if board members could attend. The annual Buffalo Days book sale will be happening in Grand Lake August 16-18.
 - B. Grand County Library Foundation
Darcy Schlichting reported. There has been no activity since the last meeting. The next meeting is scheduled for August 13.

- C. Public Comment
- None at this time

VI. Business Items

A. Fraser Valley Library Update

A highlight of Fraser Valley Library work by Jeanette McQuade, branch manager.

The branch is making the transition to dynamic shelving – looks like a simple process; however, more goes into the project. Books are displayed in a front-facing manner, hoping to engage the public. The process began last November with Tallie weeding. January 2024 began with staff training to prepare for the large project. We all completed the Professional Development Series for Collection Management; Tallie also provided training. Kaylene and Tallie conducted a major weeding project and all staff members assisted with reshelving. We saw some spikes in stats for individual collections; anecdotally doing well and patrons are responding. Jeanette is giving staff opportunities to engage more with Reader's Advisory. Feedback from patrons is positive. Upcoming activities – Living Room Conversations to provide programming for the public to engage in civil discourse once again. Next week – fence project begins by the parking lot.

B. Review by Executive Director of June GCLD Department Highlights & Statistics

A review of the past month's strategic plan progress including projects, events, and statistics

Diverse Services and Collections:

SRP, SRP, SRP! Many wonderful, well-attended events have been happening at all locations. Cataract Lake Family Hike, Winding River Resort field trip, and Kick-off Events; SRP completions are already happening. Still time to grab your map and complete the program. Thanks to local businesses and Friends offering support and prizes.

Access:

Scholarship for COHS student – mid-July start date. Spanish language resources and collaborations are beginning to happen across the County. Accessible patio space at Granby Library – sensory garden plans continue.

Community Resource:

Chris and Emily presented at HESTL EdCon about Book Madness. Tara and Polly presented on panel with Employer's Council for AI in the workplace. Emily, Chris, and Polly will be presenting at CALCON in September. Gallagher attended the Marmot Council, a group that provides guidance to Marmot board and staff. She reported on the restructuring happening within Marmot to focus more on Cybersecurity issues; shared good neighbor metrics from the Marmot at a Glance statistics for GCLD – GCLD is mostly a good neighbor, and Gallagher shared highlights from our metrics summary.

C. Meeting Calendar

- a) Tuesday, August 20 Board of Trustees Meeting at Juniper Library
- b) Tuesday, September 17 Board of Trustees Meeting at Granby Library
- c) CALCON (Beaver Run) September 4-6
- d) SDA Annual Conference (Keystone) September 10-12

- D. Colorado Public Library Standards: Administration and Governance
Colorado State Library has spent time to revamp the state's standards under which public libraries should strive to operate. Gallagher led the group in an activity to build awareness for the standards and to look for opportunities for growth in the Administration & Governance. The hope is to identify strengths and areas for growth, especially as we look ahead to the need to recruit two new board members by the end of 2024. SOAR activity was facilitated with following feedback:

- Strengths: variety of locations, financial security, experienced staff, checks & balances, compliance, resource growth
- Opportunities: diverse representation in board, capital project oversight, engagement to public
- Aspirations: maintain staff, recruit qualified candidates for board openings that reflect the demographics of the population, GCLD as world class library

- E. GCLD Website

Viewing of new GCLD website that meets accessibility standards. Gallagher walked the group through the process of the rollout of the new website, built with ADA accessibility in mind. The goal was to have the data be minimal and mobile friendly. Search features were highlighted. Items have been paired down. The Financial Documents section was explained based on what we are required to have available on the website. The Board of Trustees section was reviewed with an explanation of documents available and accessible for users. The Accessibility Policy was developed by the committee and is posted online. Gallagher reviewed the accessibility alerts that came up when the site was launched as well as the steps being taken to resolve the errors. Positive feedback about the new website was shared. Gallagher also shared the new library calendar software test site being used to prepare to go live on August 12.

- F. Policy Updates

Request for Reconsideration update and Display Policy to meet SB24-216 Standards for Decisions Regarding Library Resources

Policy Committee met to discuss updates to the Request for Reconsideration Policy. Goertz summarized those policy changes. The Library Display Policy was explained – there is a new section of the Policy Manual to address new Colorado law. It was reported that updates have been made to match other sections of the manual, all based on training sessions attended and ALA standards. Discussion, questions, and feedback followed.

Motion to adopt changes to the Policy Manual as presented by the Policy Committee.

Mike Johnson motion; Sally Leclair 2nd

All approve

- G. Six-Month Review of Strategic Framework and Budget Review

Mid-year analysis of the 2024 Initiatives and Budget

Gallagher and Thompson combined their reviews into one report. Gallagher summarized the 2024 Initiatives – those actively in progress as well as those that are in a continuation pattern and sustaining. The Finance Committee met to go over budgetary compliance for the first 6 months of the year. Expecting an increase in income ~\$210,000 based on property values.

Gallagher highlighted statistics related to Strategic Plan initiatives and shared successes for the first half of 2024. Thompson shared information regarding the operating budget and expenses paid out for personnel including average hourly wage changes since 2020. Thompson also gave a summary of expenses for the first half of the year including budget to actual amounts spent, showing a surplus in general to date. Gallagher commented on transforming the work we do to encourage literacy and engagement of the community with the Library. Thompson provided a summary of Capital Projects underway. We have some big-ticket items that have already been completed – gold star for Matt! We still have some larger projects that need to be completed by the end of 2024, which are included in the budget. We are projected to be under budget in this category for this year. Problems and solutions were addressed by Gallagher in Library Spaces, and she summarized ways to get creative with our current spaces.

VII Action Items

None at this time

VIII Adjournment

Motion to adjourn the meeting at 7:36 p.m.

Sally Leclair motion; Mike Johnson 2nd

All approve