

Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY

DISTRICT

BOARD OF TRUSTEES

Regular Meeting, November 19, 2024

5:30 PM

Location: Granby Library or Zoom

Meeting ID: 863 4751 3182

Passcode: gMNz7j

MINUTES

Trustees: Jeremy Krones, Sally Leclair, Darcy Schlichting, Mike Johnson, Jen Goertz

Staff: Polly Gallagher, Tara Thompson, Chris Newell, Sue Luton

Friends: Gene Tognacci

Public: Erika Cohen, Mitch Green, Jennifer Tibbetts, Tallie Gray, plus one additional member of the public

- I. Call to Order and Consideration of Trustee Absences
Meeting called to order at 5:30 p.m. by Jeremy Krones
Absences acknowledged for Alan Walker and Laura Jones.
- II. Amendments to the Agenda
None
- III. Approval of the Agenda
Motion to approve the agenda as presented.
Mike Johnson motion; Sally Leclair 2nd
All approve
- IV. Consent Agenda:
Three clarifications were made to the Minutes after discussion with the lawyer.
 - Members of the public do not need to be named but a count needs to be reflected in the notes.
 - As to ethics/conflict of interest, if a Board member has any ownership interest or is a salesperson on commission, there could be a conflict of interest as the individual could have a financial benefit from the sale of materials. The Board member should not vote on the acquisition of the materials and declare this conflict with the Secretary of State. It is the decision to procure that may have been conflicted, not reconciliation regarding legal payment of the organization's bills.
 - Finally, procedures for adding or moving into executive session were clarified. Board members do not have to amend the agenda; we can move into an executive session if compliant with Sunshine Laws during a meeting and a motion to do so.
 - A. October Regular Meeting Board Minutes
 - B. Correspondence – two letters were included in the Board packet. One is from the Grand County Treasurer regarding property taxes and concerns about moving to a twelve-month payment schedule and how this will impact the flow of funds. The second letter came from a Grand County resident regarding concerns about the executive director lacking fiscal responsibility and bringing forth facilities projects for discussion and approval of spending.

- C. October Bank Reconciliation
- D. October Budget to Actual and Balance Sheet
Motion to approve the consent agenda as presented.
Darcy Schlichting motion; Jen Goertz 2nd
All approve

V. Reports

- A. Friends of the Grand County Library, Inc.
Gene Tognacci, the new Friends president, spoke and expressed thanks for the invitation to the meeting. The group hopes to increase member involvement and membership. He asked if there are ways for Friends members to support the Library in-kind, ways to support with labor and/or assisting with events. The Festival of Trees is scheduled for December 6, and the Friends will be participating.
- B. Grand County Library Foundation
The next meeting is scheduled for later in November. Darcy and Sally are busy with receiving memorial donations for the individuals who passed away. One Colorado Gives donation has been received. Sally did a radio spot on KFFR, a PSA for Colorado Gives Day, which will be December 10.
- C. Public Comment
None

VI. Public Hearing

- A. Public Hearing for the Proposed 2025 Budget
Public hearing opens at 5:42 p.m.
Nothing has been received from the public to date. There have been some minor tweaks to the budget. We will be ready for adoption at the December meeting.
Public hearing closes at 5:44 p.m.

VII. Information Items

- A. Review by Executive Director of October GCLD Department Highlights & Statistics
Gallagher provided a review of the past month's strategic plan progress including projects, events, and statistics. There are many items in the packet. Please refer to it for detailed information.
Diverse Services & Collection:
The Community Needs Assessment is under way. A full push begins the week of November 25. We have been asked to apply for a Telehealth Grant enabling us to purchase and offer a kit for patrons to check out. The online *Denver Post* has had the highest circulation stats, and we continue to see an increase in usage of online eBooks and audiobooks. Thanks for additional funds to purchase online resources. It is making a difference. Winter Park Resort will not be donating ski passes for the upcoming season. The Teen Haunted House was a tremendous success – 26 teen volunteers put in over 111+ hours of work, with over 600 visitors coming to the library for that event. Amy Chamberlain is serving as a PLIX STEAM Ambassador (Public Library Innovation Exchange) and will be using her learning to offer new and exciting programs at Juniper Library and at all library locations.
Access:
The preliminary budget has been posted for review. A Staff Safety Perception Survey has gone out to all GCLD staff for completion. We are continuing to review program liability concerns around higher risk activities and available insurance coverage. This includes updating waivers to make them more robust.
Community Resource:
We participated in various outreach opportunities last month. Amy and Sam attended

the Dia de los Muertos celebration organized by the Committee Grand Latin. It was a successful community-wide event celebrating Hispanic culture and tradition. Each library also created special altars to honor and celebrate family and friends who have passed away. Spanish language materials were made available at Kremmling's Community Connections night. Fraser Valley Library hosted a display to support the "Glowing Together" initiative recognizing communities against domestic violence. All locations have received Pocket Talk devices to assist staff with communication and support of non-English speakers in our libraries.

Capital Projects:

The RFP for the HVAC system at Granby Library has been posted. The Verkada cloud-based camera security system has been installed in all locations, not including Juniper Library. Windows and door supplies for Hot Sulphur Springs Library and the District Office have been ordered. The concrete pad project for the trash bins at Fraser Valley Library is as not having does not provide a health hazard or violate any codes. The water circulating in the in-floor heating system at Granby Library is muddy, so Matt is researching fixes.

Greater Library World:

Gallagher mentioned that impacts of the Federal and State level election are under consideration. The Museum Library Services Act will be up for renewal in 2025. The Colorado State Library receives 60% of its funding from the Federal government. There will also be a push for school library staff protections like what went into effect for public library workers.

Trustees questioned why Winter Park Resort will no longer be providing passes. It was explained that the resort will be supporting different agencies for the 2024-25 ski season. Gallagher was asked to summarize the liability ties to higher risk library activities. She provided an explanation of our insurance coverage as defined by "normal library service." Fitness programs, hikes, Ageless Grace, etc. are the types of programs in question. Waivers can be used; however, they could be challenged in courts. We are making sure we follow due diligence, hoping insurance companies catch up with current services. Libraries are pushing out many types of health and fitness clubs, but insurance companies are not keeping pace with these types of services. We are looking at methods to continue these activities and programs. The RFP for the HVAC project at Granby Library was discussed. The RFP asks for an evaluation of the entire system. Trustees want to make sure the in-floor heating issues are included.

B. Meeting Calendar

a) Evaluations

Board Self-Evaluation

- Results to be presented at the December meeting; goals to be determined at the January meeting

b) December 10 (Annual Meeting)

- Approve 2025 Budget
- Board Self-Evaluation

C. Proposed 2025 GCLD Board of Trustees Regular Meeting Schedule

The meeting schedule was made available in the Board packet. Gallagher summarized the continuity of current schedule and pointed out summer rotation of meeting sites to consider.

Motion to approve the proposed Board of Trustees Regular Meeting Schedule as presented.

Sally Leclair motion; Darcy Schlichting 2nd

All approve

D. Proposed 2025 Closures for Holidays & Staff Training

The closures schedule was made available in the Board packet that follows the same schedule as 2024 except the change of All Staff Training dates to not fall on board meeting dates.

Motion to approve the proposed 2025 Closures for Holidays & Staff Training calendar as presented.

Mike Johnson motion; Sally Leclair 2nd

All approve

E. Re-Appointment

Jeremy Krones and Jen Goertz served on the reappointment committee. Alan Walker from Grand Lake, District 2 representative, and Darcy Schlichting Member At-Large were considered. After review, the committee recommended both individuals for reappointment.

Motion to make a recommendation to the BOCC to reappoint Alan Walker and Darcy Schlichting to the GCLD Board of Trustees for terms starting January 1, 2025 – December 31, 2027.

Jen Goertz motion; Sally Leclair 2nd

All approve

F. Interviews for GCLD Board of Trustees District 1 and Member-at-Large

Candidates for interviews Gretchen Bergren, Erika Cohen, Mitch Green, Jennifer Tibbetts. Gallagher received an email from Gretchen Bergren today stating she was not available for an interview and understands this takes her out of the applicant pool. Please keep her in mind for future openings. The remaining three applicants took turns answering Trustees' questions on a rotation basis. There was discussion regarding each of the candidates and the skills they could bring to the table. The needs arising from upcoming vacancies were mentioned, specifically in finance and strategic planning. Recommendations were discussed among Trustees. Because of her extensive background in finance and being the only applicant who resides in District 1, it was suggested that Erika Cohen be selected to replace Sally Leclair for District 1. Jennifer Tibbetts's community connections were identified as an asset as well as her family's utilization of the library. Mitch Green's financial background and business experience was noted. Considering the expressed needs of the Board, Mitch Green decided to step down from consideration and communicated that he would like to be considered for any future vacancies.

Motion to recommend to the BOCC the appointment of Erika Cohen and Jennifer Tibbetts to GCLD Board of Trustees for terms starting January 1, 2025 – December 31, 2027, pending background check.

Jen Goertz motion; Sally Leclair 2nd

All approve

VIII. Executive Session

24-6-402(4) (f) C.R.S. Personnel matter regarding the annual evaluation of the Executive Director

Motion to enter executive session pursuant to Sec. 24-6-402(4)(f), CRS, for purpose of discussing a personnel matter regarding the annual evaluation of the Executive Director.

Sally Leclair motion; Darcy Schlichting 2nd

All approve

Enter executive session at 7:03 p.m.

End executive session at 7:34 p.m.

No action taken

IX. Action Items

None

X. Adjournment

Motion to adjourn the meeting at 7:35 p.m.

Mike Johnson motion; Sally Leclair 2nd

All approve