MINUTES

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 presented 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 from Merilyn Hunter 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 were 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 Goals as presented.
Darcy Schlichting motion; Janet Thomas 2nd
All approve

VIII. Adjournment
7:13 p.m. meeting adjourned.
Jim Sloan motion; Marcus Davis 2nd
All approve
**Programming & Collections**

Quality programming and collections support the informational, recreational, and educational interests of Grand County.

**Technology**

Technology in the library inspires and connects our community with a wider world.

**Facilities**

Maximize library spaces in relation to changing community needs.

**Finance**

Maintain a balanced budget that is sustainable.

**Marketing**

Build a larger observable presence that helps expand GCLD’s impact.

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Fraser Valley Library
970-726-5689
421 Norgen Rd.
Fraser, CO 80442

Granby Library
970-887-2149
55 Zero St.
Granby, CO 80446

Kremmling Library
970-724-9228
300 S. Eighth St.
Kremmling, CO 80459

Hot Sulphur Springs Library
970-725-3942
150 Moffat Ave.
Hot Sulphur Springs
CO 80451

Juniper Library
at Grand Lake
970-627-8353
316 Garfield St.
Grand Lake, CO 80447

Central Services
970-887-9411
225 E. Jasper
Granby, CO 80446

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**Strategic Goals 2020**

GRAND COUNTY LIBRARY DISTRICT

Boundless Opportunities

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Grand County Library District
People

Promotes personal growth through literacy & learning

Supports creative expression, recreation, & the exchange of ideas

Active in the community as an agent for positive change

Place

Provides physical and virtual spaces where visitors are respected and welcomed

Provides public space to support community engagement and promote social connection

Space reflects the changing needs of our community

Platform

A trustworthy resource and repository for reliable information

Digital resources provide access to services and opportunities for change