

## Grand County libraries: linking people to boundless opportunities

GRAND COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
Regular Meeting, September 21, 2021  
5:30 PM

Location: Granby Library  
Zoom Meeting Link  
Meeting ID: 817 3194 2026  
Meeting Password: EkEKL2

Trustees: Sally Leclair, Jim Sloan, Marcus Davis, Darcy Schlichting, Jeremy Krones, Bambi Statz, Janet Thomas  
Staff: Polly Gallagher, Tara Thompson, Chris Newell, Michelle Grant, Emily Pedersen  
Public: NA

### MINUTES

#### 5:30 p.m.

- I. Call to Order and Consideration of Trustee Absences
- II. Amendments to the Agenda  
Sally would like to remove item b) from the meeting calendar under Information Items on the agenda.  
*Motion to remove the following Information Item from the agenda, "Officer Evaluation to be completed by October 12."*  
Darcy Schlichting motion; Janet Thomas 2<sup>nd</sup>  
All approve
- III. Approval of the Agenda  
*Motion to approve the agenda as presented.*  
Marcus Davis motion; Jim Sloan 2<sup>nd</sup>  
All approve

#### 5:35 p.m.

- IV. Consent Agenda:
  - A. August Regular Meeting Board Minutes
  - B. Correspondence – Leclair and Schlichting letters of interest for reappointment
  - C. August Bank Reconciliation
  - D. August Budget to Actual and Balance Sheet  
*Motion to approve the consent agenda as presented.*  
Janet Thomas motion; Jeremy Krones 2<sup>nd</sup>  
All approve

#### 5:40 p.m.

- V. Reports
  - A. Friends of the Grand County Library, Inc.  
Nothing new to report at this time.  
The annual meeting will be held October 23 at 10 a.m.
  - B. Grand County Library Foundation

Jim reported on the meeting that was held September 7. Members discussed and approved the budget for 2022. They discussed the need to do more public awareness. Please listen to KFFR, who partnered with library district and the Grand County Community of Writers to sponsor a program, throughout the months of September and October. Several writers have produced audio versions of their work. KFFR will be airing the stories. The station is also available virtually. It can be streamed live online. 88.3 is call number. Please tune in to listen. The board will be meeting October 5 to work on a plan for the Colorado and Grand County Gives program.

C. Public Comment

Open 5:35 Close 5:35

None at the time.

In lieu of public comment, Michelle introduced her staff members to the board. Cindy has been putting together senior packets and attending various outreach events. Tess does storytime outreach with the Little Sprouts preschool and hopes to begin outreach to the new Little Lambs preschool in the next couple of months. Outdoor storytime has continued and will move indoors once the weather changes. Michelle has been attending Employer's Council coaching series and has worked with Tara on developing the GCLD Professional Development Series for supervisors. New programs beginning in October include a beginner crochet class and a watercolor class.

5:50 p.m.

VI. Information Items

- A. Review by Executive Director of August GCLD Department Highlights & Statistics  
Polly solicited feedback from the board about the power of the library card since it is Library Card Sign-up month. Stories were shared from multiple perspectives. It was heartwarming to see a 3-year-old nephew so excited about books, the special freedom afforded to patrons with the Library of Things and access Grand tickets - provides opportunities to explore things people may not be able to do otherwise, and the pride in a young nephew who got his library card and sent pictures holding up all of the library books he was able to check out. It is the experience of accessing resources, and the library doors are always open. Michelle shared that a substitute library clerk has been hired recently, and her community connection after her move to Grand County was the library. It was considered her lifeline. The library is the first place to visit and get acquainted with the community.

After the library card discussion, Polly updated trustees on the events from August. Outreach events were highlighted, and a summary of the workshops offered during the All Staff Training was given. Statistics regarding eBooks were shared leading to the announcement of a donation from the Fraser Valley Lions Club to put toward additional eBook purchases. Gallagher talked about the number of new staff members being onboarded and gave an overview of the facilities projects being completed at the branches. Finally, IT has been rewiring and deploying new tech including mobile devices that are available for staff and patrons to use.

B. Meeting Calendar

- a) Committees
  - Finance – September 30
- b) Upcoming Dates
  - October Meeting is October 12 for Preliminary Budget
  - Executive Director Review November 16

C. CALCON and SDA Highlights

Polly shared highlights from the Special District Association conference – fire, water, and sanitation districts were in attendance as well as library districts. Interesting information

was shared this year. Sessions were offered on the following topics: electronic document retention issues, changes in laws that have taken place, cybersecurity insurance, collaboration leadership, and collaboration relationships. Economic outlook was interesting with many of the trends being seen in Colorado. Our state is doing well. Clarification was also provided regarding the potential impact of Proposition 120.

CALCON – Marcus reported on conference highlights and shared a summary of some of the things Jeffco is doing and how GCLD mirrors much of what is happening in larger cities. He talked about the keynote speaker from Thursday who spoke about Emotional Intelligence and how the theory fits well with customer service and interpersonal communication. Friday luncheon – Polly was given Distinction in Library Services award and recognized for her efforts. She also presented at three sessions. Marcus can agree that GCLD reacted well during pandemic. There are some amazing things also happening here day to day that board members do not always see.

D. Professional Interactions

Sally reported about the recruitment of new board members and the importance of interacting appropriately and showing new members the cohesiveness of the group. We want to show members that they are welcome. Darcy had asked that this agenda item be added in order to address bullying and the stance that it is unacceptable and will not be tolerated.

E. Reappointment Committee Recommendation

Renewal Evaluation Committee makes recommendations for Trustee Reappointment and next steps including a review of current District 1,2,3 seats.

*Motion to move to an Action Item the reappointment of Sally Leclair and Darcy Schlichting to the Board of Trustees.*

Jeremy Krones motion; Marcus Davis 2<sup>nd</sup>  
All approve

Polly shared a summary of the Districts and made a recommendation moving forward to replace Jim with someone from Kremmling. With Bambi's position, it is recommended to find someone from the Granby area to provide representation that area.

F. Requests for Variance to Meeting Room & Study Room Policy 3.17

PEO Chapter IX requests the use of alcoholic beverages during their evening meetings held the third Monday of the month in the Granby Library. The group typically serves a meal and wine during their meetings. We have allowed alcohol in the library in the past for library events. PEO is a limited public forum, and the public does not have access to the meeting. The board discussed this issue. It was communicated that we are not an event center, and there was concern that it would set precedent, especially if conducted on a regular basis. One-off events could possibly be viewed differently. Some different viewpoints were shared in regard to closed door events for groups utilizing space. Although we are not an events center, we are a public space.

*Motion to move to Action Item the consideration of a variance to allow the PEO Chapter IX alcohol use in the Granby Library Meeting Room.*

Bambi Statz motion; Darcy Schlichting 2<sup>nd</sup>  
All approve

The second request is to allow the exchange of money in the meeting room during the Granby Elementary School PTA Scholastic Book Fair. Polly explained last year's event and the goals for the book fair. They would like to hold the event at Granby Library, again, and we are asking for a variance for the exchange of money. Our space works well for this event. It is open to the public, and we signed many people up for new library cards as well. Space is available on the dates in question. Board members discussed pros and cons of holding the book fair at the Granby Library. Michelle provided feedback about the benefit

to the GCLD including new library cards issued at the last event. Polly shared that other libraries do allow the exchange of money in the meeting spaces. It was shared that our policy stems from the use of library staff to collect, manage, and account for the funds coming in versus the entity bringing their own event and managing their own program and the exchange of money. Reason for the request is due to limited space at Granby Elementary School both due to student population and COVID restrictions. It is a literacy and educational event as well as good public relations for GCLD. By allowing this we are in no way responsible for the security of the event.

*Motion to move to Action Item the consideration of a variance to allow the exchange of money so that Granby Elementary School PTA can hold their Scholastic Book Fair event at the Granby Library.*

Jeremy Krones motion; Darcy Schlichting 2<sup>nd</sup>

All approve

G. GCLD Policy Manual

Polly provided a review for next month's vote during the trustees meeting. She summarized the recommended changes to pages and sections of the Policy Manual including allowing the live stream of regular trustee meetings, personal information collected, and clarifying language for Friends, Library Cards for Children, Collection Development, and Volunteer Policy.

H. GCLD Trustee By-Laws and Policy Manual

The committee had quite a bit of discussion on these items. Recommended revisions were highlighted by Polly for the board members to review in preparation for next month's meeting. Changes reflect clarifying language for trustee positions representing all Districts in the county, including the duties and compensation of the executive director as a board's duties, posting open positions on the web site, conflict of interest policy and abstentions, and the update to the current strategic framework.

I. GCLD Trustee Manual

The GCLD Trustee Manual review was completed by Sally Leclair, Janet Thomas, and Polly Gallagher. The committee recommended updates. This is not a document that gets voted on because it is used more for training new trustees. Polly highlighted the recommended changes to this document. It was last updated in 2017, so there are a number of updates that should be made in order to ensure new members have accurate and updated information.

J. Executive Session

*Motion to move into executive session with Polly Gallagher and Emily Pedersen present regarding a Personnel Matter. 24-6-402(4)(f)*

Marcus Davis motion; Bambi Statz 2<sup>nd</sup>

All approve

Returned to meeting at 7:11 p.m.

No action taken.

**7:11 p.m.**

VII. Action Items

A. Reappointment of Sally Leclair and Darcy Schlichting to the Board of Trustees

*Motion to approve the recommendation for reappointment of Darcy Schlichting and Sally LeClair for 3-year terms to the Board of County Commissioners.*

Marcus Davis motion; Bambi Statz 2<sup>nd</sup>

All Approve

B. Variance request to allow PEO Chapter IX to consume alcohol in the Granby Library Meeting

Room

*Motion to not approve the PEO Chapter IX variance request for the consumption of alcoholic beverages in the Granby Library Meeting Room.*

Jeremy Krones motion; Janet Davis 2<sup>nd</sup>

4 approve

2 oppose

Motion carried

C. Variance request to allow the exchange of money for Granby Elementary PTA to hold their book fair event at the Granby Library

*Motion to approve the Granby Elementary School PTA's request for meeting room variance to allow for the exchange of money in Granby Library Meeting Room for the Fall Scholastic Book Fair due to the relevance of COVID, the support of literacy, the non-financial benefit to the library, and that GCLD is not liable for the security of the funds for the event.*

Jeremy Krones motion; Darcy Schlichting 2<sup>nd</sup>

Discussion ensued regarding the need for caveats and whether clarifying language is necessary on the public record regarding why or why not a variance is granted or denied.

Motion withdrawn.

*Motion to approve Granby Elementary School PTA's request for meeting room variance to allow for the exchange of money in the Granby Library Meeting Room for the Fall Scholastic Book Fair as we recognize the mutual benefits to children's literacy, and GCLD carries no liability for the exchange of money.*

Marcus Davis motion; Darcy Schlichting 2<sup>nd</sup>

All Approve

Prior to the close of the meeting, Janet Thomas wanted to recognize Emily Pedersen for her excellent Reader's Advisory skills and appreciates the variety of texts and topics she's provided in her capacity of librarian.

**7:27 p.m.**

VIII . Adjournment

*Motion to adjourn meeting at 7:27 p.m.*

Jeremy Krones motion; Bambi Statz 2<sup>nd</sup>

All Approve