

**Minutes of the Poudre River Public Library District
Board of Trustees – Regular Meeting**

**June 10, 2013
4 p.m.**

Old Town Library
201 Peterson Street
Fort Collins, CO

FOR REFERENCE:

PRESIDENT:	Robin Gard	204-4927
VICE PRESIDENT:	John Frey	482-0212
EXECUTIVE DIRECTOR:	Holly Carroll	221-6670
ADMINISTRATIVE SUPPORT:	Cynthia Langren	221-6694

BOARD MEMBERS PRESENT:

Jennifer Birks
John Frey
Linda Gabel
Robin Gard
Mike Liggett
Cara Neth
Maddy Wawro

OTHERS IN ATTENDANCE:

Annie Fox, FRCC
Kim Seter, Legal Counsel
Eric Sutherland
Jennifer Kutzik

BOARD MEMBERS ABSENT:

DISTRICT STAFF PRESENT:

Tova Aragon	Anne Macdonald
Jeff Barnes	Currie Meyer
Jean Bosch	Rob Stansbury
Holly Carroll	Paula Watson-Lakamp
Barbara Crandall	
Ken Draves	
Carol Gyger	
Sue-Ellen Jones	
Cynthia Langren	

I. CALL TO ORDER

President Gard called the meeting to order at 4:00 p.m.

“Queen Victoria” (aka Vicky Hays) made an appearance to cordially invite everyone to attend “Tea with Queen Victoria” on the afternoon of Sunday, June 30.

II. AGENDA REVIEW

There were no changes.

III. PUBLIC COMMENT

Eric Sutherland addressed the board regarding Tax Increment Financing (TIF) and expressed his opinion that the basic points of law with regard to Urban Renewal Authorities (URA) are being ignored statewide. He believes that every dollar of TIF that is generated that can't be tied to development expenses incurred by the URA and are directly correlated with development needs to go back to the public entities.

IV. APPROVAL OF MINUTES

There was a motion by Trustee Gabel to approve the May 13, 2013 meeting minutes as presented. The motion was seconded by Trustee Birks. The motion carried unanimously, 7 – 0.

V. REPORTS

A. DIRECTOR'S REPORT

The May 2013 written report was accepted as presented.

Ms. Carroll also noted that:

- She continues to work with CSU's Pat Burns on scheduling a tour of Morgan Library for the board.
- Author/illustrator Scott Nash has several programs lined up as part of the Summer Reading Program. Dates/times are listed on the flyer that was handed out.
- She met with City of Fort Collins Parks and Recreation management to discuss how the City might contract with the Library District to provide library services at the Senior Center. More information to come.

B. COMMITTEE REPORTS

1. Finance Committee

Trustee Gabel reported that the committee met with staff and reviewed the 2012 Audit Report – this is on today's agenda as an action item.

2. Human Resources Committee

President Gard reported that the committee has not met.

3. Policy Committee

President Gard reported that the committee has not met and that staff plan to examine the current (City) policies to determine which ones the district needs to differ from. To help accomplish this, her thought is to hold a joint Policy and HR Committee meeting, which, in essence, is everyone on the board. She said that later on the agenda, she will be proposing a special board meeting for another topic (to be announced) and she thought perhaps the policy part could be included as part of that special meeting.

4. Nominating and Board Development Committee
No report.

C. FINANCIAL REPORT

Mr. Barnes presented the May 2013 Financial Report to the board. The report was accepted as presented.

D. LEGAL REPORT

The May 2013 Legal Status Report was accepted as presented. Mr. Seter also updated the board on the June 4 oral argument re: the High Plains case. This case relates to the 2009 Wellington versus Fort Collins Regional/Poudre River case that determined that property annexed to towns that were excluded from a library district at formation is not automatically removed from the library district. If successful, this should end several decades of litigation on this matter. When a decision is made, he will pass that on to the board.

VI. UNFINISHED BUSINESS

A. Library Park Landscape Update – Carroll

In addition to news that was already included in the written Director's report, Executive Director Carroll reported on the status of the planters and irrigation work and added that the platform for the sculpture is in place. Fortunately, the public was only inconvenienced for two days while some of the work was being done at the front entrance. The landscaping will be finished in the next couple of weeks by Korby and construction for phase two will begin after New West Fest.

B. Old Town Library 11-Month Walkthrough Report - Draves

Deputy Director Draves participated in the 11-month walkthrough that occurred on May 15 along with the project manager and Hoff construction. He briefly summarized the list of issues that were found during the walk-through that need to be addressed. Keith Meyer is involved as project manager and will be addressing the issues including sound in the Community Room and HVAC problems.

C. Library Trustee Fundraising Update - Neth

Executive Director Carroll reported that the Trust recently held a work session. Bill Mygdal, President, tried to establish some goals for fundraising; however several people were on vacation or couldn't be there but at least the discussion has begun.

VII. NEW BUSINESS

A. Acceptance of 2012 Audit Report (ACTION) – Barnes

Mr. Barnes reviewed the audit report with the board and explained that there were no exceptions from the auditors. *There was a motion by Trustee Gabel to accept the 2012 Audit Report as presented. There was a second by Trustee Frey. The motion carried unanimously, 7 – 0.*

B. Engagement of Legal Services Proposal (ACTION) – Carroll & Seter

Executive Director Carroll reported that she met with Mr. Seter on May 24 to discuss legal counsel services. An engagement letter re: *Poudre River Public Library District Representation/engagement of Legal Counsel Services*, dated June 4, 2013 from Mr. Seter was distributed, reviewed and discussed.

There was a motion by Trustee Liggett to accept the terms and scope of representation described in the letter. Trustee Gabel seconded the motion which carried unanimously, 7 – 0.

VIII. INFORMATION AND ANNOUNCEMENTS

A. Tax Increment Financing (TIF) Presentation – Barnes

Mr. Barnes gave a Power Point presentation to the board which explained the basic concept of Tax Increment Financing and how it specifically affects the district's revenue/budget.

Upon conclusion of the presentation and discussion, it was agreed it would be beneficial to form a sub-group to look into this issue and explore it further. Volunteers for the group were: Liggett, Gabel and Neth.

IX. TRUSTEE REPORTS AND COMMUNICATION

Trustee Liggett:

- Attended a Friends of the Library event held at the Longmont Public Library. About 20 people attended. Good opportunity for networking.

President Gard:

- Reminder to board members to let Ms. Langren know if interested in attending the Colorado Association of Libraries (CAL) conference and also if interested in becoming a CAL member.
- Attended a women's forum sponsored by Senator Udall's office.
- July Board Meeting

President Gard brought up the question of whether or not to cancel the July 8 regular meeting of the board. She added that there will be a need to schedule a special meeting sometime in late July to take action on approving bids for phase 2 of the landscape project. *There was consensus to cancel the July 8 meeting and everyone will be contacted about a date for a special meeting when more is known about the bid process.*

X. ADJOURNMENT

Vice President Frey moved to adjourn the meeting at 5:23 p.m. Trustee Liggett seconded the motion. It carried unanimously, 7 – 0.

Respectfully submitted,

Cara Neth, Secretary
Cynthia Langren, Recording Secretary