

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

**February 9, 2015
4 p.m.**

Old Town Library
201 Peterson Street
Fort Collins, CO

FOR REFERENCE:

PRESIDENT:	John Frey	482-0212
VICE PRESIDENT:	Cara Neth	491-3759
EXECUTIVE DIRECTOR:	Holly Carroll	221-6670
ADMINISTRATIVE SUPPORT:	Cynthia Langren	221-6694

BOARD MEMBERS PRESENT:

John Frey
Linda Gabel
Mike Liggett
Cara Neth
Amanda Quijano
Maddy Wawro

OTHERS IN ATTENDANCE:

Annie Fox, FRCC
Elizabeth Dauer, Legal Counsel
Kim Seter, Legal Counsel

BOARD MEMBERS ABSENT:

Jennifer Birks (excused)

DISTRICT STAFF PRESENT:

Tova Aragon	Alice Jorgensen
Jeff Barnes	Cynthia Langren
Jean Bosch	Anne Macdonald
Holly Bucks	Currie Meyer
Holly Carroll	Marian Sawyer
Ken Draves	Becky Sheller
Carol Gyger	Rob Stansbury
Vicky Hays	Paula Watson-Lakamp

I. CALL TO ORDER

President Frey called the meeting to order at 4:01 p.m.

II. POEM READING

President Frey read a poem entitled: *The Middle Years* by Walter McDonald.

III. AGENDA REVIEW

President Frey noted that Executive Director Carroll requested that the January 2015 Director's Report be pulled from the consent agenda and addressed separately. Her request was approved.

IV. STAFF PRESENTATION – *Collection Management*

Tova Aragon, Becky Sheller and Marian Sawyer gave a presentation on Collection Management Theory and Practice. They explained the materials selection process; acquisitions, cataloging and processing; process for weeding; gave an analysis of the current collection; and discussed (book) recycling statistics for the District. They also discussed the customer driven selection and how the department strives to meet specific requests of individuals. The board expressed appreciation for the informative presentation.

Carol Gyger and Tova Aragon then gave a brief presentation on changes related to the monthly statistics report they produce for the board. Statistics for the board will be revised to better reflect the use of eMedia.

V. PUBLIC COMMENT

None.

VI. CONSENT AGENDA

- a. Consideration and Approval of the Minutes of the January 12, 2015 Regular Board meeting
- b. Consideration and Approval of the January 2015 Financial Report
- c. Consideration and Approval of the January 2015 Legal Status Report

Trustee Wawro moved to approve the items on the consent agenda. There was a second by Trustee Quijano and the motion carried unanimously, 5 – 0.

VII. REPORTS

a. Director's Report – *Carroll*

In addition to her written report, Executive Director Carroll updated the board on the status of the Paul Gwynne estate. The Library District will likely receive the funds at the end of April as it first has to go through a first and second reading of the Fort Collins City Council. Executive Director Carroll has been asked to attend the City Council meeting to accept the gift. Ms. Carroll also plans to bring forth a resolution for this board to approve and will have a plaque made to put on the donor wall at Old Town Library. She will contact the estate attorney, Joe Fonfara, and will ask if he has any further suggestions on how to best recognize the late Mr. Gwynne for this most generous gift to the Library District. If any board members have ideas, please contact Executive Director Carroll.

There was a motion by Trustee Liggett to approve the January 2015 Executive Director's Report. Trustee Neth seconded the motion. It carried unanimously, 6 – 0.

b. Library Trust Update – Neth

Vice President Neth reported that a joint meeting was held last month. Basically that meeting was the beginning of what will be an ongoing discussion regarding the benefits of merging or not merging the two groups. Vice President Neth noted that the potential loss of the enterprise tax zone was a big issue that was brought up.

Next steps are for Executive Director Carroll and the Trust to follow up with the Community Foundation. Ms. Carroll will also send the notes from that joint meeting to this board as an FYI.

Trustee Gabel commented that the Trust is looking for something to fundraise for; a purpose. Vice President Neth added that the Trust is looking forward to the results of the Needs Assessment. Also, Tom Peterson is the new President of the Trust. She then thanked Trustees Liggett and Gabel and Executive Director Carroll for their leadership.

c. Friends of the Library Update – Birks

In the absence of Trustee Birks, Executive Director Carroll read an email from Friends of the Library President Robin Gard that said the Friends netted \$9,000 in the two-day sale at Old Town Library. She expressed thanks to the staff that helped make it a great event. She asked that everyone review the Friends' Facebook page for upcoming events including the spring book sale dates at Harmony Library.

VIII. UNFINISHED BUSINESS

a. Needs Assessment Survey - Carroll

Executive Director Carroll said there were a total of 938 surveys with 20 hard copies that will need to be folded into the mix. More details to report next month.

b. Trustee Appointment Process Update - Carroll

Executive Director Carroll reported that there were 21 applicants. The selection committee will interview five candidates on February 18. The new board member will be sworn in next month at the Annual meeting.

c. Approval of Resolution re: Network Neutrality – Carroll

The draft resolution was distributed. The board reviewed it. Trustee Liggett moved to approve the resolution on Network Neutrality as proposed. There was a second by Trustee Gabel. The motion carried unanimously, 6 – 0.

IX. NEW BUSINESS

a. Nominating Committee – Proposed Slate of Officers – Neth

Vice President Neth read the following proposed slate of officers for approval at the March 2015 Annual meeting of the board:

President: John Frey
Vice President: Maddy Wawro
Secretary/Treasurer: Linda Gabel

President Frey noted that the bylaws will need to be changed to state that the Secretary and Treasurer offices will be combined. Trustee Liggett suggested the wording be such that make it flexible for future changes; the bylaws should state the offices can be either/or (combined or not).

X. INFORMATION AND ANNOUNCEMENTS

Neil Gaiman Author Event

Ms. Aragon reported on the wildly successful event. Firehouse Bookstore competed with other bookstores to bring Mr. Gaiman to our location. They won over other stores in large cities such as Chicago and New York. He was absolutely delightful and he graciously signed books for 11 hours. The District will receive 10% of the proceeds.

Other

Trustee Liggett: Executive Director Carroll is attempting to connect with the Creative Writing Department at CSU to help promote a local author who is scheduled as part of the Creative writing/Reading series this year. I suggest everyone “friend” the CSU English Department to stay up-to-date on news. Peter Heller spoke on February 5 and author William Ury is speaking on Wednesday, February 11 at the Fort Collins Hilton.

Trustee Quijano: I had the opportunity to attend the Staff Day on January 16 and loved it. The keynote speaker, Jamie LaRue, was really good. He is a visionary and encouraged publishing within your community. Was just an awesome day with lots of good energy.

Resolution of Recognition – Cara Neth

President Frey read a proposed resolution recognizing the service of Cara Neth. **Trustee Liggett moved to approve the resolution as presented. Trustee Gabel seconded the motion. The motion passed, 6 – 0.** Vice President Neth thanked the board and noted that she plans to attend the March meeting, which will be her last one.

XI. ADJOURNMENT

Trustee Liggett moved to adjourn the regular meeting at 5:02 p.m. Trustee Quijano seconded the motion. It carried unanimously, 6 – 0.

Respectfully submitted,

Cynthia Langren, Recording Secretary

(Secretary Jenn Birks was absent)