

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

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

Old Town Library
201 Peterson Street
Fort Collins, CO

FOR REFERENCE:

PRESIDENT:	John Frey	482-0212
VICE PRESIDENT:	Maddy Wawro	221-0306
EXECUTIVE DIRECTOR:	Holly Carroll	221-6670
ADMINISTRATIVE SUPPORT:	Cynthia Langren	221-6694

BOARD MEMBERS PRESENT:

Jennifer Birks
John Frey
Linda Gabel
Becki Hartshorn
Amanda Quijano
Maddy Wawro

OTHERS IN ATTENDANCE:

Annie Fox, FRCC
Elizabeth Dauer, Legal Counsel
Kim Newcomer
Robin Gard
Cara Neth

BOARD MEMBERS ABSENT:

Mike Liggett (excused)

DISTRICT STAFF PRESENT:

Tova Aragon Ellen Lake
Jeff Barnes Cynthia Langren
Jean Bosch Rob Stansbury
Holly Bucks Johanna Ulloa
Holly Carroll Paula Watson-Lakamp
Ken Draves
Vicky Hays

I. CALL TO ORDER

President Frey called the meeting to order at 4:03 p.m.

II. AGENDA REVIEW

No changes.

III. POEM READING

Trustee Gabel read a poem entitled: *The Pharmakos* by Dan Beachy-Quick.

IV. WELCOME NEW MEMBER/OATH OF OFFICE

President Frey introduced and welcomed new board member Becki Hartshorn. He announced that the Fort Collins City Council and Larimer County Commissioners approved the reappointment request of Linda Gabel. He then read aloud the Oath of Office statements that both Trustee Gabel and Trustee Hartshorn signed this afternoon.

V. APPROVAL OF BYLAWS REVISION – Frey & Dauer

Ms. Dauer and President Frey explained the proposed revision to the bylaws is to include wording that will allow flexibility re: officers for the board. It will allow the Secretary and Treasurer offices to be combined if the board desires.

There was a motion to approve the proposed revisions to the bylaws by Trustee Quijano. There was a second by Trustee Wawro. The motion carried unanimously, 6 – 0.

VI. ELECTION OF OFFICERS

Ms. Dauer read the following proposed slate of officers for the board to vote on:

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

There was a motion by Trustee Quijano to approve the proposed slate of officers. Trustee Birks seconded the motion, which carried unanimously, 6 – 0.

VII. PUBLIC COMMENT

None.

VIII. NEEDS ASSESSMENT PRESENTATION – Kim Newcomer

Ms. Newcomer distributed a summary report of the survey and gave a presentation to the board; discussing the results. The information will be one of several tools that staff and the board will use to create goals for the new Strategic Plan. If there are any questions, please contact Ms. Newcomer or Executive Director Carroll.

IX. CONSENT AGENDA

- a. Consideration and Approval of the minutes of the February 9, 2015 Regular Board meeting
- b. Consideration and Approval of the February 2015 Financial Report
- c. Consideration and Approval of the February 2015 Legal Status Report

Trustee Gabel moved to approve the items on the consent agenda. There was a second by Trustee Quijano and the motion carried unanimously, 6 – 0.

X. CONSIDER ADOPTION OF THE ANNUAL ADMINISTRATIVE RESOLUTION

Ms. Dauer explained the purpose of the Annual Administrative Resolution which is for the board to reaffirm its statutory obligations on a number of requirements, ranging from banking, the official newspaper, posting of meetings, insurance, and the law firm representing the District.

There was a motion by Trustee Quijano to adopt the Administrative Resolution. There was a second by Trustee Gabel. The motion carried unanimously, 6 – 0.

XI. REPORTS

a. Director's Report – Carroll

In addition to her written report, Executive Director Carroll reported the following:

- Introduction of new Human Resources Manager, Ellen Lake.
- Note the quilts on display here at Old Town Library thanks to the Colorado Modern Quilt Guild. Staff quilts are displayed in the Children's area.
- You may have noticed the Xcel Energy kiosk located just inside the doors as you entered the library.
- Mr. Barnes is assisting Ms. Carroll in shopping for a STREAM van for the District.
- The Seed Swap program here at Old Town on the weekend drew a crowd of 380 people.
- The Colorado Association of Libraries (CAL) Lobby Day is set for March 18. If interested in attending with Ms. Carroll, please let her know.

b. Library Trust Update – Carroll

Executive Director Carroll reported that there was a meeting of the Trust last month. Unfortunately, several members have fallen ill recently. One of the interviewed applicants for the board of trustees has expressed interest in possibly serving on the Trust board instead. Ms. Carroll plans to speak with him about this opportunity.

Director Carroll also reported that she, Trustee Gabel and Finance Officer Barnes met with several representatives at the Community Foundation to learn more about endowments.

c. Friends of the Library Update – Birks

Trustee Birks deferred to Robin Gard, President of the FOL board who was present and gave a brief report. She said the recent book sale went very well. The next sale will be in July. Ms. Gard thanked several District staff and Trustee Wawro who helped with the sale.

XII. UNFINISHED BUSINESS

None.

XIII. NEW BUSINESS

a. New Strategic Plan Timeline – *Carroll*

Executive Director Carroll distributed a proposed timeline, which has been approved by President Frey, for the Board as it relates to the new strategic plan.

b. Dates for Board Retreat

The next step for the board is to meet in retreat in May for a full-day. Ms. Langren will coordinate this so look for email communication from her soon. It was agreed that Primrose Studio would be the preferred location.

XIV. INFORMATION AND ANNOUNCEMENTS

Farewell to Trustee Neth

President Frey thanked Trustee Neth again for her service on the board and announced that there would be a farewell gathering after the board meeting.

XV. ADJOURNMENT

Trustee Gabel moved to adjourn the regular meeting at 5:19 p.m. Trustee Quijano seconded the motion. It carried unanimously, 6 – 0.

Respectfully submitted,

Linda Gabel, Secretary

Cynthia Langren, Recording Secretary