

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

**April 13, 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 (late, excused)
John Frey
Linda Gabel (late, excused)
Becki Hartshorn
Mike Liggett
Amanda Quijano
Maddy Wawro

OTHERS IN ATTENDANCE:

Annie Fox, FRCC
Elizabeth Dauer, Legal Counsel

BOARD MEMBERS ABSENT:

DISTRICT STAFF PRESENT:

Jeff Barnes	Ellen Lake
Jean Bosch	Cynthia Langren
Holly Bucks	Rob Stansbury
Holly Carroll	Johanna Ulloa
Ken Draves	

I. CALL TO ORDER

President Frey called the meeting to order at 4:05 p.m.

II. AGENDA REVIEW

No changes.

III. POEM READING

Vice President Wawro read a poem entitled: *Springtime in the Rockies, Lichen* by Lew Welch.

IV. PUBLIC COMMENT

None.

V. STAFF PRESENTATION: STREAM LAB by Johanna Ulloa

Ms. Ulloa gave a presentation via Prezi to update the board on this project that was made possible by a LSTA grant and in partnership with Northside Aztlan Community Center. She explained the guided activities provided to the participants and demonstrated some of the tools used to teach online safety and netiquette.

VI. CONSENT AGENDA

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

Trustee Gabel moved to approve the items on the consent agenda. There was a second by Trustee Hartshorn and the motion carried unanimously, 7 – 0.

VII. REPORTS

a. Director's Report – Carroll

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

- Carol Gyger, Systems Administration Manager is at the Innovator Users Group (IUG) conference in Minneapolis where she will be receiving the Beacon Award tomorrow. This is awarded to one person for outstanding service to the IUG community each year.
- She and Jeff Barnes have been communicating with realtor Peter Kast regarding the lease/purchase of Webster House Administration Center building/property. This topic will be on the board agenda next month.
- As mentioned in the written report, Executive Director Carroll recently attended the Colorado Association of Libraries (CAL) Lobby Day at the capitol. She distributed copies of a document entitled: *State Grants to Libraries Act (CRS 24-90-401) and the Poudre River Public Library District* for the board's information.

b. Library Trust Update – Gabel

Trustee Gabel reported that she attended the most recent Trust meeting. The group is going through some changes. Several members are unable to continue their membership due to health issues, so an unofficial recruitment for new members is underway. The Trust is looking forward to hearing from this board after its upcoming retreat re: the new Strategic Plan for the District in hopes that something concrete will come out of it that they can put their time, energy and efforts into fundraising for.

c. Friends of the Library Update – Birks

Trustee Birks reported that:

- The Friends recently presented a check to Fort Collins READS for \$1,500.
- The group is busy going through their inventory and considering the sale of some specialty items/rare books.
- They are also considering the idea of holding special sales, e.g. only children's books throughout the year.

XII. UNFINISHED BUSINESS

a. Council Tree Remodel – Draves

Deputy Director Draves gave an update on the remodel project:

- The preconstruction meeting was held on April 2.
- At 9 p.m. tonight, the demolition of the circ desk begins.
- Replacement desks are already in and ready for installation.
- There will be improvements in the children's area this week.
- Overall, the improvements will provide a better flow especially on storytime days.
- The project should be complete mid-May.

b. Strategic Planning Retreat/Preparation – Frey & Carroll

Executive Director Carroll informed the board that a Scope of Services was sent out to two individuals for facilitation services at the retreat. She is waiting for a response and hopes to make a recommendation soon.

To prepare board members for the work ahead at the retreat, she plans to do much of the legwork; she will organize the trends and best practices for the board. Look for more information to come as the date nears.

XIII. NEW BUSINESS

a. 2015 Comprehensive Budget – Barnes

Finance Officer Barnes distributed bound copies of the 2015 Poudre River Public Library District Budget Manual to the board. The manual is for information purposes and will be especially useful when it's time to begin planning for the 2016 budget cycle.

b. 1st Quarter Donations Report - Carroll

Executive Director Carroll noted that this new report will be shared on a quarterly basis with the board as an FYI. Please let her or Ms. Langren know if there are any questions.

XIV. INFORMATION AND ANNOUNCEMENTS

Trustee Liggett:

- Battle of the Bards poetry event is on April 24 at Harmony Library
- It's National Poetry Month
- The next author visit is Bridget Schulte, author of *Overwhelmed*. Ms. Carroll asked if anyone is interested in attending the dinner. Trustees Hartshorn and Liggett indicated interest. If there are others interested, contact Ms. Carroll.

XV. ADJOURNMENT

Trustee Liggett moved to adjourn the regular meeting at 4:53 p.m. Trustee Quijano seconded the motion. It carried unanimously, 7-0.

Respectfully submitted,

Linda Gabel

Linda Gabel, Secretary

Cynthia Langren, Recording Secretary