

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

**January 11, 2016
4 p.m.**

Old Town Library
201 Peterson Street
Fort Collins, CO

FOR REFERENCE:

PRESIDENT:	John Frey	484-4524
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
Mike Liggett
Maddy Wawro

BOARD MEMBERS ABSENT:

Amanda Quijano
Becki Schulz (excused)

DISTRICT STAFF PRESENT:

Tova Aragon	Cynthia Langren
Jeff Barnes	Anne Macdonald
Jean Bosch	Currie Meyer
Holly Carroll	Serena Robb
Ken Draves	Rob Stansbury
Sylvia Garcia	Sabrina Strømnes
Carol Gyger	Jenny Thurman
Vicky Hays	Johanna Ulloa
Amy Holzworth	Paula Watson-Lakamp
Alice Jorgensen	

OTHERS IN ATTENDANCE:

Eric Sutherland
Linda Hopkins, Library Trust Liaison
Kim Seter, Legal Counsel
Annie Fox, FRCC

I. CALL TO ORDER

President Frey called the meeting to order at 4:02 p.m.

II. AGENDA REVIEW

No changes.

III. POEM READING

Trustee Liggett read a poem he wrote entitled: *Forces of Gravity on Time*.

IV. PUBLIC COMMENT

Eric Sutherland shared his concerns regarding the revenue generated by the District's 3 mill levy that is diverted to URAs/DDAs. He expressed his belief that the Library District has violated TABOR and the 5.5% revenue limitation. He requested the board pass a resolution today to reduce the mill levy to levels that he believes are legally appropriate. He indicated that filing a lawsuit against the Library District may be necessary in order to stop the over taxation and limit the amount of TIF going to the URA.

President Frey thanked Mr. Sutherland for sharing his concerns, but said the board would not be taking action on this issue today. He added that the board is in receipt of his emails that have been referred to the District's attorney and that Mr. Sutherland will receive a response concerning his issues.

V. PRESENTATION: FoCo Book Festival 2016 by Anne Macdonald

Anne Macdonald, Business Librarian, presented information about the 2016 FoCo Book Festival. This is a one-day festival that includes author visits, writing workshops, discussions, presentations, readings, book talks, and panels around the 2016 theme of brewing. The festival will be on Saturday, October 22 at Old Town Library, Carnegie, and other venues.

VI. CONSENT AGENDA

- a. Consideration and Approval of the November 9, 2015 meeting minutes
- b. Consideration and Approval of the November and December 2015 Financial Reports
- c. Consideration and Approval of the December 2015 Legal Status Report

Trustee Gabel moved to approve the items on the consent agenda. There was a second by Trustee Birks. The motion carried unanimously, 5 – 0.

VII. REPORTS

a. Director's Report – Carroll

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

- Green Team member Louise Mosnik received a letter of commendation from Mayor Troxell in recognition of her dedicated support of the Climate Wise program. The letter is included in the board's packets as an FYI. Congratulations and thank you to Ms. Mosnik.
- Executive Director Carroll was invited to the White House/IMLS Library Card Summit. This initiative is to ensure that every child in grades K-12 has a library card. Trustee Liggett suggested that she leave a Poudre River Public Library District card there for the President.
- Executive Director Carroll just returned from the American Library Association Mid-Winter conference in Boston. She will share more information about that

next month in her Director's Report. Trustee Gabel commended Executive Director Carroll for all the outstanding work she does in the community on behalf of the Library District.

b. Library Trust Update – Gabel

Trustee Gabel reported the Library Trust met last week.

- Member Peter Contino announced he will be resigning.
- Colorado Gives Day: The Trust doubled the amount raised this year, but noted that the number of donors is very similar to last year's number. They would like to work on getting more people to give next year.

- Election of Officers:
 - Joey Hoefler is the President
 - Tom Peterson is Vice President
 - Linda Hopkins is Secretary

President Frey welcomed Ms. Hopkins who will be attending the board meetings and act as liaison.

c. Friends of the Library (FOL) Update – Birks

Trustee Birks reported that the Friends:

- Held election of officers – Julie Lechtansky is the new President
- Should have the finalized 2016 Wish List later this month
- Will have the next used book sale on January 22 and 23 at Old Town Library

VIII. UNFINISHED BUSINESS

a. Second Reading – PRPLD Policy Manual “Housekeeping” Items (Approval) – Carroll

Executive Director Carroll briefly described the proposed changes needed to bring the current policy manual current.

Trustee Gabel moved to approve the revisions as presented. Trustee Liggett seconded the motion which carried unanimously, 5 – 0.

b. Nominating Committee Update – Frey

Last month Trustees Birks, Schulz and Quijano volunteered to be on the committee. President Frey asked the committee to meet and create a proposed slate of officers for the February board meeting.

c. Volunteer Background Checks – Quijano

Due to the absence of Trustee Quijano who proposed this agenda item, ***there was a motion by Trustee Wawro to table this item until the February board meeting. Trustee Birks seconded the motion. It carried unanimously, 5 – 0.***

IX. NEW BUSINESS

a. Board of Trustees Vacancies Update – Carroll

Executive Director Carroll reported that the vacancies have been posted and already there are five applicants. The deadline to apply is January 25. The interview date is set for February 17 at City Hall.

X. INFORMATION AND ANNOUNCEMENTS

None.

Trustee Liggett made the following motion at 4:38 p.m. to convene into Executive Session:

Pursuant to section 24-6-402(2) of the Colorado Revised Statutes, I move that this regular, public meeting of the Board of the Poudre River Public Library District adjourn, and that upon an affirmative vote of at least two-thirds of the members present for this motion, the Board reconvene in an executive session for the sole purpose of discussing personnel matters and negotiations of the executive director contract as authorized by 24-6-402(4)(e) & (f). The motion was seconded by Trustee Gabel and carried by a unanimous vote, 5 – 0.

XI. EXECUTIVE SESSION

President Frey declared that an Executive Session of the Board of the Poudre River Public Library District convened at 4:38 p.m. on January 11, 2016 for the sole purpose of discussing personnel matters as authorized by 24-6-402(4)(e) & (f). The Board did not engage in substantive discussion of any matter not enumerated in section 24-6-402(4), C.R.S. The Board did not adopt any policy, position, resolution, rule, regulation or take any formal action. The executive session meeting was adjourned at 4:55 p.m. and the board reconvened in regular session.

President Frey announced that Executive Director Carroll submitted her letter of resignation to the board. Her last day will be May 5, 2016. With regard to her annual performance evaluation, President Frey indicated that the board is very pleased with Ms. Carroll's performance in 2015 and she will receive the same pay increase as all District employees who met or exceeded the minimum required score on their performance evaluations. President Frey thanked Ms. Carroll for her leadership and many accomplishments during her tenure.

XII. ADJOURNMENT

Trustee Gabel moved to adjourn the meeting at 5:01 p.m. Trustee Birks seconded the motion. It carried unanimously, 5 - 0.

Respectfully submitted,

Linda Gabel

Linda Gabel, Secretary

Cynthia Langren, Recording Secretary