

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

**March 11, 2019
4 p.m.**

Harmony Library
4616 S. Shields Street
Fort Collins, CO

PRESIDENT:	Amanda Quijano	818-0687
VICE PRESIDENT:	Becki Schulz	556-9499
EXECUTIVE DIRECTOR:	David Slivken	221-6670
ADMINISTRATIVE SUPPORT:	Cynthia Langren	221-6694

BOARD MEMBERS PRESENT:

Valerie Arnold
Fred Colby
John Frey
Amanda Quijano (late)
Matt Schild
Becki Schulz (late)
Joe Wise

BOARD MEMBERS ABSENT:

DISTRICT STAFF PRESENT:

Tova Aragon	Currie Meyer
Kim Doran	Rachel Miller
Ken Draves	David Slivken
Ian Holmes	Rob Stansbury
Mark Huber	Sabrina Stromnes
Angela James	Johanna Ulloa
Cynthia Langren	Paula Watson-Lakamp

OTHERS IN ATTENDANCE:

Cameron Richards, Legal Counsel
Josh Birks, City of Fort Collins
Rachel Rogers, City of Fort Collins
Jay Hardy, Brinkman Company
Turner Chang
Colin Franke

I. CALL TO ORDER

Secretary-Treasurer Schild called the meeting to order at 4:01 p.m. and declared a quorum of the board present.

II. AGENDA REVIEW

No changes.

III. PUBLIC COMMENT

None

IV. APPROVAL OF MINUTES – February 11, 2019 Regular Meeting Minutes.

There was a motion by Trustee Colby to approve the minutes as presented. The motion was seconded by Trustee Wise and it carried unanimously, 5 – 0.

V. REPORTS

a. Director's Report – *Slivken*

In addition to the written report, Executive Director Slivken noted:

- March 20, Author visit with Nancy Geise, *Auschwitz #34207*.
- Shout out to Johanna Ulloa and Sabrina Stromnes who successfully coordinated presenter Dr. Steven Robbins and *An Open Mind is a Terrible Thing to Close* at the Lincoln Center. There were about 155 in attendance.
- The District conducted another round of DART and according to the report there is an increase in the number of customer transactions.

***** Trustees Schulz and Quijano arrived at this point *****

b. Financial Report – *Miller*

Ms. Miller requested that the board review the memo she sent earlier and add it as an agenda item for the April board meeting if desired. It was suggested that Ms. Miller contact former Finance Officer Jeff Barnes to explore answers to the questions that she raised. She noted that she will plan to confer with him.

Ms. Miller then gave an overview of the February 2019 budget by going over general fund revenue, general fund expenditures, and the capital projects fund. Trustees Wise and Quijano made specific suggestions re the information contained in the newly formatted monthly report that Ms. Miller presented. She thanked the board for the input and will incorporate their suggestions next month.

There was a motion by Trustee Schild to accept the Financial Report as presented. Second by Trustee Colby and the motion carried unanimously, 7 – 0.

c. Legal Status Report – *Richards*

Mr. Richards had nothing to add to the written report and asked if there were questions.

Trustee Colby referred to the *Options for Funding Future Facilities Development* subject contained in the report and said he'd like to see the board have a discussion about that as he'd like to know the limit of what we can reasonably support. After a

brief discussion, it was agreed that Mr. Richards will work with Director Slivken and Finance Manager Miller to form some strategic numbers as a starting point.

President Quijano noted that she'd requested a Google Drive be set up for the board members and support staff to access and store documents in such as the 2019 calendar of important dates document as well as the agendas and minutes of board meetings. She explained that she found it difficult to locate the calendar of dates and thought this would be a good solution as long as there are no legal ramifications. Mr. Richards indicated he'd like to discuss this further with President Quijano and Director Slivken.

- d. Urban Renewal Authority Presentation – *Josh Birks & Brinkman Company***
Economic Health & Redevelopment Director (City of Fort Collins) Josh Birks introduced Jay Hardy (Brinkman Company) and gave a Power Point update on the College and Drake proposed Urban Renewal Plan.

There were a few questions and a brief discussion. Trustee Wise, serving as the liaison to the URA, mentioned that there is real value to having a completed agreement by April 16 as that's when several current City Council Members will no longer be in office. The current group has worked hard to get where we are today so it would be preferable to close this out with the same group who put all the work into it.

Mr. Birks hopes to get a final draft IGA to this board before the April board meeting.

VI. UNFINISHED BUSINESS

- a. 2016 – 2018 Strategic Plan Report - *Slivken***

Director Slivken referred to the report included in the packets and asked if there were any questions.

Trustee Colby advised that with regard to measureable outcomes that it is beneficial to think of how you're going to measure the success of the new program at the forefront instead of trying to figure that out at the end.

- b. Board Retreat Recap – *Slivken***

Director Slivken briefly recapped the discussion about the values and focus areas that occurred at the retreat on February 25.

There was a motion by Vice President Schulz to modify policy 1.2 with the proposed Focus Areas:

1. Learn & Discover
2. Meet & Collaborate
3. Reimagine the Future

And the Values:

We are. . .

1. Curious
2. Collaborative
3. Innovative
4. Inclusive
5. Accountable

The motion was seconded by Trustee Colby and carried unanimously, 7 – 0.

c. Board of Trustees Officers and Member Position Descriptions (revised) – *Schultz & Slivken*

Director Slivken reported that he compiled the feedback he received from board members and produced the revised descriptions in the board packets.

It was agreed that the descriptions still a little more work and to be condensed so Trustees Quijano and Schulz will work together on it and send it out to the board before the April Annual meeting when officers will be elected.

d. Nominating Committee for Board Elections – *Quijano*

President Quijano asked if there were any volunteers to be on this committee. She noted that there can only be two members because if there are three or more, the meetings will have to be posted and open to the public.

Duties of this committee include contacting each board member and inquiring about their interest in serving as an officer and then from those discussion, create, and present a proposed slate of officers for approval at the next board meeting.

There was a motion by Trustee Schild to appoint Quijano and Arnold to the Nominating Committee. They accepted. There was a second by Trustee Frey and the motion carried unanimously, 7 – 0.

VII. NEW BUSINESS

None

VIII. ANNOUNCEMENTS

a. Friends of the Library – *Wise*

Trustee Wise reported that the Friends are able to fund the primary signature programs such as the Summer Reading Challenge, Kevin Cook, Great Decisions, History Comes Alive, author programs, and the FoCo Book Fest.

He noted that the Friends will no longer accept donations of CDs with the exception of audio books on CD.

The next used book sale will be March 15 – 17 at Harmony Library.

b. Library Trust - *Slivken*

Mr. Slivken attended the brief Trust meeting and learned that they approved \$10,000 to install musical sculptures in front of Old Town Library.

IX. EXECUTIVE SESSION

President Quijano announced the agenda called for an executive session pursuant to Section 24-6-402(4)(b) and (e), C.R.S., for purposes of receiving legal advice regarding advice and develop positions relative to matters that may be subject to negotiation concerning an intergovernmental agreement with the City of Fort Collins Urban Renewal Authority.

Upon announcement and by motion duly made, seconded, and by unanimous vote, the Board entered executive session at 5:50 p.m.

At 6:25 p.m. the Board of Trustees reconvened in public session. President Quijano announced the Board had been in Executive Session pursuant to §24-6-402(4)(b) and (e), C.R.S., for purposes of receiving legal advice and develop positions relative to matters that may be subject to negotiation concerning an intergovernmental agreement with the City of Fort Collins Urban Renewal Authority. The Board did not take formal action nor did it adopt any policy, position, rule, or regulation.

X. ADJOURNMENT

Since there was no other business before the board, the meeting adjourned at 6:26 p.m.

Respectfully submitted,

Cynthia Langren

Cynthia Langren
Recording Secretary

Matt Schild
Secretary-Treasurer