

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

**October 11, 2021
4 p.m.**

PRESIDENT:	Fred Colby	858-414-5635
VICE PRESIDENT:	Matt Schild	231-0665
EXECUTIVE DIRECTOR:	David Slivken	221-6670
ADMINISTRATIVE SUPPORT:	Cynthia Langren	221-6694

BOARD MEMBERS PRESENT:

Fred Colby
Corey Radman
Matt Schild
Becki Schulz
Joe Wise
Catherine Xiang

BOARD MEMBERS ABSENT:

Amanda Quijano

DISTRICT STAFF PRESENT:

Xochil Arellano	Ludy Rueda
Katie Auman	Meg Schiel
Ken Draves	David Slivken
Cynthia Langren	Sabrina Stromnes
Amy Lyons	Jenny Thurman
Eileen McCluskey	Victor Zuniga

OTHERS IN ATTENDANCE:

Kim Seter, Legal Counsel
JD Murphy

I. CALL TO ORDER

President Colby called the meeting to order at 4:01 p.m. and declared a quorum of the board present.

II. AGENDA REVIEW

Executive Director Slivken noted the need to add “easy chairs” to the list of disposal of assets agenda item. That addition came in at the last minute after packets were sent out.

III. PUBLIC COMMENT

None.

IV. APPROVAL OF MINUTES

- **July 12, 2021, Regular Meeting Minutes**
- **September 29, 2021, Special Meeting minutes re interviews**
- **September 30, 2021, Special Meeting minutes re interviews**

There was a motion by Trustee Schild to approve the minutes of all three meetings listed above as presented. The motion was seconded by Trustee Radman. The motion carried unanimously, 6 – 0.

V. REPORTS

a Director's Report – Slivken

Executive Director Slivken highlighted a couple of items included in the written report. The report was accepted as presented.

Trustee Wise indicated he'd like to go on record as being strongly opposed to making the Finance Manager position a three-quarter time position instead of a full-time position. He feels the position is a critical one that needs to be full-time with full benefits and pay. Trustees Radman, Schild, and Schulz expressed their agreement with Trustee Wise.

Trustee Wise shared that he is quite concerned with the decrease in circulation numbers as evidenced by the numbers on the statistics sheet for September. He has noticed a decline in circulation numbers since about 2010 and feels that finding out why and what to do to get back on track should be the District's number one priority. He added that perhaps this should be an agenda item for discussion each month.

b. Financial Report –Lyons

Interim Finance Director Lyons presented the monthly financial report. The report was accepted as presented.

c. Legal Status Report – Seter

Mr. Seter indicated he had nothing to add to the written report. The Legal Report was accepted as presented.

d. Fort Collins Book Festival 2021 Presentation – Meg Schiel and Katie Auman

Librarian Meg Schiel gave an overview of the 2021 festival. The theme this year is Up, Up & Out and runs from October 22 – 24. New to the festival will be tracks geared toward children and teens. There will be in-person events at the Lincoln Center and Libraries as well as virtual events to choose from. Go to www.focobookfest.org for more information and to see the schedule of events.

VI. UNFINISHED BUSINESS

a. Short Takes for Trustees #3: "Board Ethics" – *Wise and Radman*

Trustee Wise gave an overview of the short take and encouraged everyone to take the time to view it as did Trustee Radman.

b. Programming and Events Policy, 2nd Reading – *Slivken*

Executive Director Slivken and Communications Manager Katie Auman went over the single change that was made to the version at the last meeting per Trustee Schild's suggestion.

There was a motion by Trustee Schild to approve the Programming and Events Policy as presented. There was a second by Trustee Schulz. The motion carried unanimously, 6 – 0.

VII. NEW BUSINESS

a. Disposal of Assets – Old Town Library Computer Furniture – *Slivken & McCluskey*

Executive Director Slivken asked for approval of the disposal of assets as outlined in the form which would give computer furniture and chairs to the Homeward Alliance.

There was a motion by Trustee Wise to approve the resolution as presented plus the chairs that were just added. There was a second by Trustee Schulz. The motion carried unanimously, 6 – 0.

b. Proposed 2022 Poudre River Public Library District Budget, 1st Reading – *Lyons*

Ms. Lyons presented the draft 2022 PRPLD budget to the board. She pointed out changes that were made since the board last viewed the budget. The floor was opened for questions. There being none, Executive Director Slivken said this will be back in November or December for the 2nd reading and final approval.

VIII. ANNOUNCEMENTS

a. Friends of the Library Update - *Wise*

Trustee Wise reported that:

- The shop at Old Town Library is doing very well, having experienced \$1,100 in sales in July and \$1,200 in August sales.
- Monica Gavin and Robin Gard, FOL members, would like to attend the Executive Director Open House to meet candidates.
- There will be an in-person book sale at Harmony Library this weekend as follows:
 - o Friday, 9 a.m. – 6 p.m.
 - o Saturday, 9 a.m. – 5 p.m.
 - o Sunday, Noon – 4 p.m. and all items will be ½ off all day

b. Library Trust Update – Radman

Trustee Radman reported that no meeting was held so there is no report this month.

IX. EXECUTIVE SESSION

Upon motion made, seconded, and unanimously approved, the Board entered into executive session at 5:20 p.m. pursuant to Sections 24-6-402(4)(b) and (3), C.R.S. to discuss personnel matters and receive advice of counsel related to personnel matters concerning contracting for a new executive director. Participants in the executive session included only the Board of Directors and staff necessary for the discussion.

The Board returned from executive session at 6:11 p.m. President Colby announced that no action was taken in executive session and that no topics were discussed that were not authorized by statute and the motion to enter into executive session.

Interim Executive Director

The Board discussed the need to appoint an interim executive director until a new executive director is hired. Upon motion made by Trustee Wise and seconded by Trustee Schild and unanimously carried, the Board appointed Ken Draves.

The meeting adjourned at 6:17 p.m.

Respectfully submitted,

Cynthia Langren

Cynthia Langren
Recording Secretary

Corey Radman
Secretary-Treasurer