

**Meeting Minutes
Board of Trustees
Regular Meeting
March 20, 2023 —4:00pm
Council Tree Library – 2733 Council Tree Drive**

Board Members Present:

Fred Colby
Randyn Heisserer-Miller
Anuja Riles
Matt Schild
Becki Schulz
Joe Wise

Board Members Absent:

Corey Radman

Staff Present:

Xochil Arellano	Amy Lyons
Katie Auman	Currie Meyer
Kristen Draper (v)	Selena Paulsen
Ken Draves	Rob Stansbury
Mark Huber	Molly Thompson
Angela Kettle	Jenny Thurman
Diane Lapierre	

Others in Attendance:

Elizabeth Dauer, Legal (virtual)
Linda Hopkins, Trust

I. CALL TO ORDER AND DECLARATION OF QUORUM

President Colby called the meeting to order at 4:02 p.m. and declared a quorum present.

II. AGENDA REVIEW

No changes to the agenda.

III. PUBLIC COMMENT:

None

IV. APPROVAL OF MINUTES

- February 13, 2023, 2023, Regular Board Meeting

Trustee Schulz moved to approve the minutes as presented. There was a second by Trustee Heisserer-Miller. The motion carried unanimously, 6 – 0.

V. REPORTS

a. Director's Report –*Diane Lapierre*

In addition to the written report, Executive Director Lapierre:

- Discussed Collections move from Midtown and the process of Identifying and leasing new space.

b. Financial Report – Lyons

Ms. Lyons presented the financial report. Trustee Wise asked about investment losses shown for the capital projects fund. Ms. Lyons offered to research with the City and provide an explanation. Trustee Wise had a similar question on losses shown on the positions on fund balance sheets. Ms. Lyons explained that the City has not yet done a true-up to reconcile losses and gains. She suggested an alternate way of reporting that she will prepare for next BOT meeting. Ms. Lapierre suggested that staff review report elements in detail with the full board. There was general agreement that a review and detailed explanation of the budget report would be useful, especially with two new members coming on board.

Ms. Lyons shared a number of additional items. The special P-card audit will be complete soon and the report, with recommendations, will be shared at next month's BOT meeting. She also shared that the regular, annual audit would commence soon. Ms. Lyons reported that the District has received funds from the recent legal settlement which at some point staff will bring to the BOT for approval to expend. Finally, as the compensation study is finalized, staff will bring it forward to discuss with the board to explain expenditures associated with implementing the initial phases of the plan.

There was a motion by Trustee Heisserer-Miller to approve the report as presented. Second was made by Trustee Schild. The motion carried by unanimous vote, 6 – 0.

c. Legal Status Report - Dauer

Ms. Dauer reported the following:

1. Working on lease for new space for relocation of Collections staff and operations.
2. Working with staff to draft 1st amendment to Harmony Library IGA to clarify and detail IT roles and responsibilities and formalize the cessation of the fines and fees account, because we no longer collect fines.
3. Drafting a template for donor agreements.

d. Book Fest Report – Auman

Communications staff gave a presentation on the Book Fest event that covered the different themes for each year's event and recent changes that have been made such as moving it to the month of February, spreading out over the month, having both local and regional talent and including youth events.

VI. UNFINISHED BUSINESS

a. New Board Member Recruitment Update – Auman

Ms. Auman reported that there were 33 applicants. The committee selected two new members. Their appointment will be on the consent agenda at the next meeting for both the Larimer County Commissioners and City of Fort Collins City Council. The new board members will be present and sworn in at the April board meeting.

b. Gift and Sponsorships Policy Revision, Second Reading – Paulsen

Ms. Paulsen asked if there were any questions or comments about the revised policy. ***There was a motion by Trustee Riles to approve the revised policy. Second by Trustee Schulz. Unanimously approved, 6 – 0.***

c. Naming Opportunities Policy Revision, Second Reading – Paulsen

Ms. Paulsen asked if there were any questions or comments about the revised policy. Discussion—Vice President Schild suggested the language about restricting naming after a person/donor be removed if the Board might consider naming buildings after person/donor related to a donation in the future. Trustee Wise felt that the restrictive language is appropriate given that naming after people can be problematic. Trustee Heisserer-Miller advocated for keeping the language in, in part because public libraries should not be corporatized. Trustee Schulz suggested removing the word “only”. Vice President Schild concurred as did other BOT members.

There was a motion to approve the policy as written by Trustee Schild. Trustee Riles seconded the motion which carried by a unanimous vote, 6 – 0.

There was a motion to approve the policy as amended with the word “only” removed by Trustee Schild. Trustee Schulz seconded the motion and it passed unanimously, 6 – 0.

d. Proposed Slate of Officers - Colby

President Colby reviewed the proposed slate:

- President: Matt Schild
- Vice President: Corey Radman
- Secretary/Treasurer: Randyn Heisserer-Miller

The slate will be voted on next month.

VII. NEW BUSINESS

a. Key Performance Indicators – Lapierre & Auman

Ms. Lapierre and Ms. Auman presented. Vice President Schild requested that a month-to-month comparison/progression be included.

VIII. ANNOUNCEMENTS

a. Friends of the Library Update

No report.

b. Library Trust Update – Heisserer-Miller

Heisserer-Miller reported that the Trust has established a budget for the current year. Linda Hopkins, who was present at the meeting, shared with the BOT that the Trust held its annual meeting in January. She reported the Trust has a budget of \$860,000, and a goal to have a \$1 million-dollar fund. She expressed appreciation to Trustees Wise and Schulz for their years of service on the board.

- c. Recognition of Outgoing Board Members - Colby**
President Colby and Vice President Schild asked Trustees Wise and Schulz to come forward and be recognized for their years of excellent service. They were presented with commemorative plaques.

IX. ADJOURNMENT

There being no other business before the board, the meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Ken Draves for Cynthia Langren
Recording Secretary

Corey Radman
Secretary/Treasurer