

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

**June 12, 2017
4 p.m.**

Old Town Library
201 Peterson Street
Fort Collins, CO

FOR REFERENCE:

| | | |
|-------------------------|-----------------|----------|
| PRESIDENT: | Linda Gabel | 217-0467 |
| VICE PRESIDENT: | Amanda Quijano | 818-0687 |
| EXECUTIVE DIRECTOR: | David Slivken | 221-6670 |
| ADMINISTRATIVE SUPPORT: | Cynthia Langren | 221-6694 |

BOARD MEMBERS PRESENT:

Valerie Arnold
Fred Colby
John Frey
Linda Gabel (late)
Becki Schulz (left at 5:30)
Joe Wise

BOARD MEMBERS ABSENT:

Amanda Quijano

DISTRICT STAFF PRESENT:

| | |
|-----------------|---------------------|
| Tova Aragon | Eileen McCluskey |
| Jeff Barnes | Currie Meyer |
| Jofat Castillo | Marian Sawyer |
| Ken Draves | David Slivken |
| Mark Huber | Rob Stansbury |
| Cynthia Langren | Johanna Ulloa |
| | Paula Watson-Lakamp |

OTHERS IN ATTENDANCE:

Cameron Richards, Legal Counsel
Annie Fox, FRCC
Dennis Humphries
Rich Alper, Poudre River Library Trust

I. CALL TO ORDER

Secretary/Treasurer Colby called the meeting to order at 4:06 p.m. and declared a quorum of the board present.

II. AGENDA REVIEW

No changes.

III. PUBLIC COMMENT

None.

IV. CONSENT AGENDA

Consideration and approval of:

May 8, 2017 Regular Meeting Minutes

Trustee Schulz moved to approve the consent agenda. The motion was seconded by Trustee Arnold. The motion carried unanimously, 5– 0.

V. REPORTS

a. Director’s Report (May 2017) – Slivken

Mr. Slivken briefly spoke about the items in his written report and asked if there were any questions. There were none and the report was accepted as presented.

b. Financial Report (May 2017) – Barnes

Jeff Barnes highlighted several items from the May financial report including updates on the revenue and expenditures in the General Fund for the month. He also went over the Capital Projects Fund balance.

Mr. Barnes then displayed a spreadsheet and provided information concerning areas expected to be above and below the annual budget including some special projects not anticipated at the time the budget was adopted.

President Gabel and Trustee Wise suggested that for future reports that all sources of funding be reflected, even if it is an estimate, so it will better give the board an idea of expectations.

c. Legal Status Report – Richards

Mr. Richards said there are no additions to the written report.

d. Tax Increment Financing Presentation – Slivken & Barnes

Executive Director Slivken gave a PowerPoint presentation. Highlights of the presentation were:

- What is an URA?
- What is a DDA?
- TIF Study Group members
- Purpose and Goals of the TIF Study Group
- TIF Study Group Scope of Work
- EPS Study Findings
- Recommendations
- Moving Forward, Goals, Proposed Evaluation Process
- Next Steps

Mr. Barnes reiterated that the process presented today is only for the Tax Increment Financing going forward; nothing can be done to change the existing TIF impacts other than potential negotiation with the URAs directly.

Trustee Colby requested a copy of the PowerPoint from Executive Director Slivken. President Gabel thanked Executive Director Slivken and Mr. Barnes for the informative presentation.

VI. UNFINISHED BUSINESS

a. July Board Meeting – *Gabel*

President Gabel declared the July board meeting cancelled.

b. Board Retreat – *Gabel*

September 11 appears to be the date that works for everyone, however, Ms. Langren has not yet heard from Vice President Quijano. She is the only member who has not responded to the Doodle poll. President Gabel asked that everyone hold Monday, September 11 on their calendar for the retreat, followed by the regular board meeting. When Ms. Langren hears from Vice President Quijano, she will communicate with President Gabel and go forward from there.

c. Master Facilities Plan (MFP) Presentation – *D. Humphries*

Mr. Humphries gave a PowerPoint presentation explaining that the information provided today are recommendations that he and Mr. Waters are proposing. A final report that includes costs is yet to come.

After a question and answer period, President Gabel asked what the timeline is for the report. Mr. Humphries indicated it would be submitted to Mr. Slivken by the end of June. President Gabel outlined the following timeline for review and approval of the report:

| | |
|--------------|-------------------------------------------------------------------------------------------------------------------|
| End of June: | Report is submitted to Mr. Slivken for review |
| July: | Mr. Slivken submits the report to the board for review |
| Aug 14: | 1 st Reading. The Board will discuss. |
| TBD: | An Executive Summary is shared out to the public |
| Sept 11: | RETREAT – the Board further reviews and discusses REG BOT MEETING – 2 nd Reading and Board approval |

There were some questions and concerns about approving the plan without knowing how it will be financed. Mr. Barnes explained that it is normal business practice to accept a plan with a statement that it is contingent on funding. The plan is considered a guideline for the future of the District. The board thanked Mr. Humphries for the presentation.

VII. NEW BUSINESS

a. 2016 Audit Report - Acceptance – Barnes

Finance Officer Jeff Barnes reviewed the audit report with the board and explained that there were no exceptions from the auditors.

Trustee Colby moved to accept the 2016 Audit Report as presented. There was a second by Trustee Frey. The motion carried unanimously, 5 – 0.

VIII. ANNOUNCEMENTS

• Poudre River Friends of the Library (FOL) Update - Wise

Trustee Wise: No report as the Friends did not meet.

• Poudre River Library Trust Update – Colby

Trustee Colby reported that:

- Received an additional gift of \$54,000 from the Garst Estate.
- The Trust is interested in getting more information in terms of arranging presentations on topics such as the budget going forward.
- Previously, Enterprise Zone we thought we weren't going to get any funding from – have now opened the door to the possibility of getting some funding through job training that we do here at Old Town Library that we could possibly submit for.

President Gabel invited the Trust and the Friends to come to the August Board of Trustees meeting to review the draft Master Facilities Plan or perhaps a separate meeting of the three groups would be beneficial.

IX. ADJOURNMENT

There being no other business before the board, ***Trustee Colby moved to adjourn the meeting at 6:31 p.m. Trustee Arnold seconded the motion. It carried unanimously, 5 - 0.***

Respectfully submitted,

Cynthia Langren

Cynthia Langren
Recording Secretary

Fred Colby
Secretary/Treasurer