

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

**September 11, 2017
4 p.m.**

Old Town Library
201 Peterson Street
Fort Collins, CO

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, Secretary/Treasurer
John Frey
Linda Gabel, President
Amanda Quijano, Vice President
Joe Wise

BOARD MEMBERS ABSENT:

Becki Schulz (excused)

DISTRICT STAFF PRESENT:

Tova Aragon	Cynthia Langren
Jeff Barnes	Eileen McCluskey
Holly Bucks	Currie Meyer
Vicky Hays	David Slivken
Mark Huber	Sabrina Stromnes
Angela James	Rob Stansbury
Matt James	Johanna Ulloa Girón
	Jennifer Zachman

OTHERS IN ATTENDANCE:

Cameron Richards, Legal Counsel
Annie Fox, FRCC

I. CALL TO ORDER

President Gabel called the meeting to order at 4:02 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:

August 14, 2017, Regular Meeting Minutes

Trustee Frey moved to approve the consent agenda. The motion was seconded by Trustee Colby and carried by a unanimous vote, 6 – 0.

V. REPORTS

a. Director's Report – *Slivken*

Mr. Slivken briefly spoke about the items in his written report highlighting:

- Organizing a Larimer County Public Library Director's group. The first meeting is on Friday, September 22. This will be an information sharing group and he will report next month on how it went.
- Colorado Gives campaign via the Library Trust will be to raise funds for a dispensing machine which will cost between \$40-60k.
- The elevator project at Old Town is supposed to start this week
- Salud Family Health has purchased and wants to develop several acres of land on west Laporte Avenue into a "health" campus which includes literacy health – our library district may have a role to serve.
- Received second quarter metrics from Orange Boy, which he shared
- Reported how long check-out periods are for specific gadgets in the collection to answer Trustee Wise's question last month.

b. Financial Report (June & July 2017) – *Barnes*

Mr. Barnes verbally highlighted several items from the written report which was accepted as presented.

c. Legal Status Report – *Seter*

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

d. 2017 Summer Reading Challenge (SRC) – *Zachman*

Ms. Zachman gave a presentation on the 2017 Summer Reading Challenge complete with statistics and photos. Many thanks to all the staff who were involved in implementing the program. The board was very appreciative of the presentation and expressed how pleased they were with the successful SRC.

VI. UNFINISHED BUSINESS

a. Revised Lending Policy (Approval) – *Slivken*

Executive Director Slivken asked for approval of the revised policy that was first presented to the board last month. He added that once approved, the implementation date is slated for October 1 and that staff is working on how to collect results in order to gauge the success of the revised policy.

Trustee Frey moved to approve the Lending Policy as presented. Trustee Arnold seconded the motion which carried unanimously, 6 – 0.

VII. NEW BUSINESS

a. Collections Presentation – Aragon

Collections Manager Tova Aragon presented, via PowerPoint, information about how the collection is managed. She explained how the collections budget is spent, how materials are selected, how items are added to the catalog, are weeded (de-selected) and all the staff involved from start to finish. The board thanked Ms. Aragon for the informative presentation.

b. Retreat Summary - Gabel

President Gabel thanked the board, Mr. Slivken, Mr. Draves, and Mr. Barnes for their time earlier today when they met in retreat. She reported that a committee will be formed for the District Master Plan and there were a discussion and agreement to have a state librarian consultant help. ***There was a motion by Trustee Colby to approve the above-stated plan. Second by Vice President Quijano. The motion carried unanimously, 6 – 0.***

VIII. ANNOUNCEMENTS

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

Trustee Wise reported that October 15 – 21 is National Friends of the Library Week. There will be a table set up at Old Town Library to campaign for new members. He also shared that there was some concern that the FOL Book Nook at Old Town Library appears to be smaller since the lobby space was recently reconfigured and also that their banner is missing. Old Town Library Manager Eileen McCluskey noted that she met with Robin Gard to discuss the concerns.

b. Poudre River Library Trust Update – Colby

As mentioned earlier, Colorado Gives is the first week of December and the Trust will be on the list raising money for the Library District to purchase a dispensing machine. Donations will be accepted as early as a month from now.

IX. ADJOURNMENT

Since there was no other business before the board, ***Trustee Frey moved to adjourn the meeting at 5:24 p.m. Trustee Arnold seconded the motion, which carried unanimously, 6 - 0.***

Respectfully submitted,

Cynthia Langren

Cynthia Langren
Recording Secretary

Fred Colby
Secretary/Treasurer