

GUNNISON COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
Meeting Minutes
September 30, 4pm
Gunnison Library

The GCLD Board of Trustees meeting was called to order at 4:00PM

A quorum was present with the following members attending: Jan Carroll, Sherryl Peterson, Larry Meredith, Kathy Norgard and Bruce Bartleson. Rosalie Ott was absent due to illness.

Sherryl Peterson moved to approve the agenda and Larry Meredith seconded. The agenda was approved.

The minutes of the previous meeting were presented for approval. Jan Carroll moved to approve the minutes and Sherryl Peterson seconded the motion. The minutes were approved without modification.

Karen Hausdoerffer, an ESL Instructor for CAFE, attended as a guest. Karen was introduced to the board and reported on a recent CAFE staff development meeting. Karen noted how well the CAFE's mission fits within the overall mission of the library district. She invited board members to visit CAFE classes and also shared that her students have started a blog and are using it to improve their writing and technology skills. In a partnership with WSCU film department, Karen explained that they are working on a short video featuring CAFE students and instructors. Long-time volunteer, Chris Dameron, was also acknowledged for her valuable and consistent contributions to the CAFE program.

August financial statements were presented by Sherryl Peterson. Sherryl noted that all projected 2014 revenues had been received as of August. Sherryl noted that the budget expenditure target for August was 66.7%. All departments fell under budget for August. It was noted that CAFE's class attendance has dropped off for the fall semester. Board members considered possible reasons for the decline such as conflicting work schedules, a lack of a need for classes, and the possibility that parents were relying on their children to interpret the English language rather than attend classes themselves. It was also noticed that Somerset has not requested nor spent its budget monies. The district continues to pay for internet service, however there has been little activity in Somerset due to the mine's recent closing.

Kathy Norgard moved approval of the financial reports and Jan seconded the motion. The July and August financial reports were approved.

Director's Report: Nancy noted that patron visits were steady in August and that circulation was steady with last year's numbers. Library visits are up 8% at Old Rock Library and 5% at Gunnison Library primarily due to increased programming and increased program attendance. Debra continues to work to get the Town of Crested Butte involved in fixing the exterior window frames and exterior window paint of Old Rock Library.

a. Marmot User Group meeting: Jane Thomas, Maria Fenerty and Nancy attended the annual Marmot member meeting. Helpful workshops sessions included Sierra Tips and Tricks,

Marmot's new digital repository project, and library catalog changes and updates. Nancy also noted that Jen Hillebrandt and Sonda Dovovan will be attending the annual Colorado Association of Libraries Conference in October. Also noted was her upcoming presentation to the local Kiwanis Club and the list of achievements met by the district's staff technology committee.

8. Old Business

a. Mission Statement Process workshop update-In conjunction with discussions that the Foundation board has been having regarding a library public awareness campaign and the Board has been having regarding rewriting the mission statement, Nancy has scheduled a Marketing/Mission Workshop with Delaney Keating. Staff, Board of Trustees, and Foundation Board members will be invited. Dates for the workshop are November 11 and November 14.

9. New Business

a. 2015 draft budget-Donna and Nancy presented the draft 2015 budget for Board review. The library district is budgeting a \$20,000 increase in revenues for 2015. Items of note in the 2015 budget are an increase in hours for two employees, a dedicated technology fund line item in the Administration budget, an increase in the Marmot membership line item, and additional budgeting for both libraries to offer Sunday services hours beginning January 2015. The board enthusiastically endorsed the addition of Sunday hours to the libraries' operating schedule. Nancy proposed both libraries be open from 1-5pm. After a survey of surrounding libraries, she found that most nearby libraries are open year-round on Sundays and are well trafficked with many visits from families and visitors.

Restricted fund proposal- Last year's board approved the use of unused emergency funds for two restricted funds, technology and library furnishings. This helped the Library District successfully meet several of the goals of the strategic plan. As a result, Donna and Nancy proposed utilizing a portion of the remaining amount of the unused 2014 Emergency Reserve at the end of 2014, which is expected to be \$45,000, for two restricted funds. One restricted fund will be used for Library marketing and branding purposes. The other fund will be used for the repair and replacement of fixtures and furniture in the Gunnison Library and the Old Rock Library. Nancy requested using \$15,000 for the restricted marketing fund and \$20,000 for the restricted library furnishings fund. Bruce called for a vote on the proposal. Larry moved to accept the restricted fund proposal contingent upon the emergency reserve funds being available at the end of 2014. Jan seconded the motion and the board approved the 2015 restricted fund proposal.

Nancy requested that she receive an evaluation by the staff of GCLD and by the Board. The Board agreed to proceed with Nancy's evaluation setting a completion date of no later than December 24, 2014.

10. Executive Session-An executive session was not necessary.

11. Set next meeting date-Nancy will send a Doodle poll to board members to set the October meeting date.

12. Adjournment-Jan moved to adjourn the board meeting and Sherryl seconded the motion. The meeting was adjourned at 5:35 PM.