

**GUNNISON COUNTY LIBRARY DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
Thursday, January 21, 2016  
Gunnison Library**

The regular meeting of the Gunnison County Library District's Board of Trustees was called to order by President Bruce Bartleson at 3:06 PM. Board members present were Andy Keck, Jan Carroll, Rosalie Ott, Bruce Bartleson and Kathy Norgard and acknowledgment of a Quorum was made.

Bartleson called for a motion to approve the agenda. Keck requested the proposed change to the Personnel Handbook discussed at last month's meeting be added to the agenda under Old Business. Carroll made the motion to approve the agenda, Keck seconded, and the agenda was approved.

Bartleson called for a motion to approve the minutes of the previous meeting held December 7, 2015. Keck made a motion for approval of the minutes, Norgard seconded and the minutes were approved.

There was no public comment at the meeting.

A special presentation was made by the new Director of the CAFE Program, Mary Burt. Burt introduced herself to the group by providing her history of experience and interaction with the immigrant community of Gunnison over the past 15 years. She has an extensive background especially with the Hispanic population and had actually previously worked briefly with the Literacy Action Program, from which present CAFE Program has grown. Burt spoke about the generous support the CAFÉ Program receives locally from the RE1J Schools, WSCU, City of Gunnison, and Community Foundation of the Gunnison Valley as well as numerous private donations. She also spoke about the challenges facing the immigrant population in the Gunnison Valley and of her hope to coordinate resources to reach as many people as possible.

The financial report for November 2015 was presented to the Board. The December and End of Year report will be presented at the next meeting. The report confirmed that overall, the District is operating under budget for 2015 and no areas of deficiencies were shown on the report. Keck moved to approve the financial report, Norgard seconded and the financial report for November 2015 was approved.

In the Director's Report Trimm presented the 2015 Year-End Statistics for Gunnison County Libraries. She pointed out increases in filled holds, circulation, visits, and an increase in OverDrive usage, the library's ebook/eaudiobook collection. Trimm reported she has scheduled presentations for the Gunnison City Council and the Board of County Commissioners on February 9<sup>th</sup> and 23<sup>th</sup> respectively. She will also be working on the annual Public Library Survey for 2015, which reports statistics in a wide variety of areas of library service for the Colorado State Library. A number of staff have been registered for the national Public Library Association Conference, which will be held this year in Denver, CO April 6-9<sup>th</sup>. For many of the

staff this will be a first-time opportunity to attend the valuable conference. Trimm, Sonda Donovan and Debra Reich will be presenters at the Colorado Library Consortium workshops in Grand Junction in March and Trimm reported she has recently joined the board of the Gunnison Arts Center.

Trimm and Ford recently attended a Human Resources Training sponsored by the Community Foundation and presented by Michaelle Smith of Hilltop Corporation of Grand Junction. This was a high quality presentation covering numerous topics related to a variety of areas of Human Resources. Trimm and Ford will work on implementing an Orientation Plan for new hires, cross training and a succession plan in the event of emergencies, retirement, etc. and employee recognition ideas and best practice tools for compliance on the federal, state and local levels.

Trimm gave a Power Point presentation giving an overview of the current Strategic Plan and how those goals have been met through implementation of actions in each area. The Board provided their support for the Strategic Plan going forward and keeping the same goals in place while moving forward with new activities and objectives to achieve broad overall goals of the Strategic Plan.

It was reported that the fund balance investment of \$400,000 was completed in December by investing in two separate Certificates of Deposit of \$200,000 each with the Gunnison Savings & Loan Association. This was in fulfillment of the Board's decision at the December meeting.

Election of Officers of the Board of Trustees was held. A motion was made by Keck to nomination the slate of present officers to serve for the year of 2016. The motion was seconded by Norgard and by unanimous vote the officers of the Board for 2016 are: Bruce Bartleson, President, Rosalie Ott, Vice-President, Larry Meredith, Secretary and Sherryl Peterson, Treasurer.

Trimm gave a Power Point presentation further explaining the need for Long Range Planning as discussed in the report which was included as part of the Board packet titled, "Long-Range Planning Recommendations from Jamie LaRue". Bartleson, along with Keck, Ott, Trimm and Ford will constitute the Long Range Planning Committee which will meet monthly. The work of the committee will be on-going over a period of time. This committee will report to the entire Board at regular meetings.

Carroll requested the Library consider using its website as a portal for a local healthcare provider directory. More discussion and information will follow at subsequent meetings.

The next meeting date and location will be selected through a Doodle poll sent out by Trimm.

With no further business, Keck moved to adjourn, Ott seconded and the meeting of the board of the Gunnison County Library District came to a close at 4:48 PM