

**GUNNISON COUNTY LIBRARY DISTRICT  
BOARD OF DIRECTORS  
MINUTES OF THE MEETING  
Thursday August 15, 2013  
Gunnison Library**

Board Members present: Rosalie Ott, Vicki Spencer, Sherryl Peterson, Bruce Bartleson, and Pat Lazerus. Vice President, Ed Seymour, is still away for his summer internship, but should be back in attendance at the September meeting.

Nancy Trimm, Executive Director and Donna Ford, Business/HR and recorder present.

President of the Board, Bruce Bartleson called the meeting to order at 5:10 PM

The presence of a quorum of the board members was acknowledged.

The agenda for the meeting was approved with Nancy's request to add discussion of an internet user policy amendment under New Business. Sherryl Peterson made the motion to approve the agenda with the addition and Rosalie Ott seconded. The agenda was approved.

The approval of the minutes of the previous meeting was brought before the board. The corrections to the May 2013 minutes have been made. Pat Lazerus made a motion to accept the May 2013 minutes as amended and Vicki Spencer seconded. May 2013 minutes were approved. July 2013 minutes were presented in the board packet and after examination, Pat Lazerus made a motion to accept July minutes as submitted. Rosalie Ott seconded and the motion carried approving the July 2013 minutes. There was not a board meeting during the month of June 2013.

There were no public comments.

#### Finance Committee Report

June and July financial statements were presented by Pat Lazerus, Treasurer.

##### A. June Report

The Target percentage for June was 50%. Points brought to attention of the Board were: books and materials budget exceeds target- Kym is aware and purchases will be less for the remainder of the year. The extra purchases early in the year were to accommodate the increased patron activity and summer reading program needs in the summer months.

Administration- TIF, Tax abatement and Treasurer fees were pointed out as expenditures that we cannot control. The deductions are made from the gross property taxes collect and are taken out by the Gunnison County Treasurer's office before we ever receive that property tax check. The Library District receives a net amount after these expenditures are deducted by the Treasurer's office. Pat pointed out supplies budget expenditures and reported that the increase again has been due to the increased attendance of summer guests to the Library District facilities. Pat pointed out that the CAFÉ Program received a grant from the Gunnison Friends of the Library in the amount of \$1200. These funds are earmarked for snacks for early childhood, white board training for instructors and supplies. The final FY13 AEFLA grant payment arrived in July and will be reflected in July's reporting.

##### B. July Report

\$1200 was collected from interest income. To date, 92% of general property tax has been received. The Book Nook continues to be popular with approximately \$1500 revenues to date as of July. The target expenditures percentage for July is 58%. Gunnison is at 60% with the July report. Crested Butte is performing well at 50% for July. Pat brought the Library Garden and MA clock expenditures to the attention of the Board. Pat reported that the transfer to CAFÉ from the library district will be made in September. There is a possibility that the AEFLA Grant will not be available for 2015, but this will not be known until approximately March 2014. Sherryl Peterson made a motion to accept and approve the financial reports for June and July, Rosalie Ott seconded the motion and the June and July financial reports were approved.

#### Director's Report

The entry-way is framed and is scheduled to be completed the week of Aug 19.

Todd Crossett is the new CB Town Manager and would like to meet on Thursday, August 22 regarding the Old Rock Lease/Rental Agreement. Nancy Trimm, Debra Reich, Donna Ford and Vicki Spencer (if possible) will attend this meeting.

Summer Statistics - Nancy shared the information regarding the first 6 months of 2013. Old Rock Library has seen a significant increase in the number of visitors. Circulation has increased slightly over the same time last year.

Nancy made a presentation to the Gunnison City Council on Tuesday, September 13. Program offered have increased significantly this summer. Crested Butte has seen a large increase in numbers of patrons attending programs and using library services. The library district experienced a 39% increase in e-media (ebooks, eaudio). Computer usage has increased, mainly at Gunnison with public computers, and wireless usage has increased as well. The information came via Log reports obtained from Marmot Library Network. Discussion ensued about ebooks. There was a recent report on NPR by Jamie Larue of Colorado regarding ebooks in libraries. Rosalie noted that many people she has come in contact with do not know about Prospector. Perhaps we need a program to increase awareness of the availability of 30 million books available through this service.

Somerset received new shelving from Paonia Library. Nancy was there on Friday, August 10 to help them with the organization and handling of new books. The board discussed the possibility of a book drive for Somerset and it was suggested that a box dedicated to donated books go to Somerset. The Somerset Library is open approximately 10 hours per week and staffed by volunteers.

#### The State Grants to Libraries grant

was approved by the Colorado legislature this past legislative session for \$2 million dollars. The Gunnison District is eligible to receive \$4,141. These funds can be used for databases, books, audio-visual materials, and ebooks and will be split evenly between Gunnison and Crested Butte Libraries. The funds must be spent by June of 2014.

#### Old Business

Foundation Board –The board members are Brad Baca, Mike Ritchey, Betsy Janney and Hal Yale. The first meeting will be September 7 and a report will be presented at the September meeting of the Gunnison County Library District's Board of Trustees.

The Old Rock 20<sup>th</sup> Anniversary celebration will be Saturday, Sept 28. The time of the event is yet to be determined. Board members are encouraged to attend.

## New Business

2012 Audit & Audit Invoice -Nancy reported that the 2012 audit was clean and thanked Donna for all her hard work preparing for the audit. Donna even caught a few mistakes the auditors made and those were corrected on the final report.

Public Records Request Policy -Nancy and Donna presented the Public Records Request Policy to the board. This policy will help the library district be prepared in the event someone asks for library records. Vicki requested that the library attach a copy of the Colorado Open Records Act to the policy. Vicki moved to approve the policy and Sherryl seconded. The policy was approved.

Board Packet format discussion – Vicki thanked Nancy and Donna for changing the format for electronic transmission of the financial reports. Other Board members agreed that the format was much better.

Amendment to current Internet User Policy- Nancy requested an amendment to the policy to specifically include pornography. She stated that under Colorado Library Law we are required to protect minors from pornography and that such an amendment was necessary to allow staff to deal with any situations that might arise. A recent issue with a patron prompted the realization that our Internet User Policy was not adequate to deal with these situations. Vicki moved to adopt the policy and Rosalie seconded the motion. The revised policy was approved.

10. Executive Session (if necessary) - No executive session
11. Next meeting date - September 16, 2013 at 5:00 PM
12. Adjournment - Sherryl moved to adjourn the meeting and Vicki seconded. Meeting was adjourned at 6:15 PM.