

GUNNISON COUNTY LIBRARY DISTRICT
BOARD OF DIRECTORS
Meeting Minutes
Thursday, February 28, 2013
Gunnison Library

Board members present were: Bruce Bartleson, Ed Seymour, Pat Lazerus, Mary Vader, Vicki Spencer and Rosalie Ott

Staff present were: Executive Director Nancy Trimm, Recording staff, Donna Ford

The meeting was called to order by Bruce Bartleson, President, at 5:10 p.m.

It was acknowledged that a quorum of the members was present.

Mary Vader made a motion to approve the agenda, Vicki Spencer seconded the motion and the agenda was approved.

The following addition to the minutes of previous meeting was requested, "Vicki asked to amend the agenda. She reminded the board that special districts are required by state statute to adopt a resolution at the first regular meeting of each year designating the posting place of the agenda notice prior to meetings. She also suggested posting the notice at the branch in Somerset. The board agreed to amend the agenda and discussion followed." A motion was made by Vicki Spencer to approve the minutes as amended, Mary Vader seconded, and the minutes of the January 17, 2013 meeting were approved as amended.

There were no public comments.

Pat Lazerus, Treasurer, gave the financial reports for January 2013. She commented on the Book Nook sales, reporting that sales have been good for January and February to date. The expenditures for the library district's books and materials are higher than normal during the first months of the year. Librarians are aware of the budget and purchases are typically higher at the beginning of the year. The rest of the percentages of expenditures are on schedule and within the parameters of the budgets for both Gunnison and Crested Butte. CAFE is doing very well and there have been good comments about the CAFÉ program from Board Members. Motion to approve the financial reports was made by Mary Vader, seconded by Vicki Spencer and the motion carried.

Nancy Trimm provided the Director's Report. The Gunnison Energy Grant-"1000 Books before Kindergarten Program" has been awarded to the Gunnison County Library District and the \$1500 check will be presented at a time in the near future when a picture can be made with staff and Gunnison Energy representation. A \$2500 additional BTOP mini-grant has been awarded to GCLD for the purchase of components of a Digital Creation Station to do videos, film making, etc. The mini grant will provide purchasing power for equipment (hardware and software) to create videos, filming of songs, stories, and for programming use by patrons. Training will be available to patrons and staff will be trained at CLiC conference in early March 2013.

Nancy distributed copies of a Key Statistics report to board members. Nancy pointed out some facts shown by the statistics, such as an increase in eBooks downloads and addressed questions of why changes occurred, there was discussion of issues of media sharing. Overdrive, a Marmot

Library Network program, was discussed and Nancy shared the outlook and future as related by Jamie La Rue of Marmot. Programming attendance has increased. Adult programming is lacking for the Gunnison Library. Nancy emphasized that we must maintain a good relationship with FOL Gunnison Group. In future staff member duties would include Adult Programming

Nancy provided an Election Workshop Report from a presentation she attended on February 8 in Denver. The focus of the workshop was about how to go to ballot and voting trends. Early voting has changed everything. Most people make their decision within 2 weeks before they vote. There was emphasis on the need for Special Districts to get prominent business owners' endorsements.

The Crested Butte Friends of the Library will host a Staff Appreciation Breakfast scheduled for Thursday, March 8.

Old Business

The Board Opening was filled by Rosalie Ott. Bruce Bartleson explained the reason for the delay in Rosalie's appointment being due to a communication error between former Board member, Wendy Chatham, and the Gunnison Board of County Commissioners. The Commissioners had not received her resignation letter. This has now been taken care of and Rosalie Ott is officially a Board member of the Gunnison County Library District.

Nancy provided a Strategic Planning Committee Update and reported the process is moving along. Board members on Strategic Planning Committee are: Bruce Bartleson, Ed Seymour and Mary Vader. Nancy Trimm is also on the Committee as Director of the Library District. There is a Staff Strategic Planning Committee, with representation from Gunnison, Crested Butte and CAFE. The Survey will begin distribution to the public on March 1. Focus Groups (2) will be comprised of Gunnison citizens and Crested Butte citizens. The invitees will be from the public sector and we are hopeful to have representatives from across the county of users and non-users of the current libraries. The Focus Group meetings will be facilitated by Sharon Morris, Director of Library Development and Innovation, and we are eager to receive comments and input toward ways to improve the library services of the Gunnison County Library District.

New Business

Credit Card Policy- Nancy Trimm distributed and commented on a proposed Credit Card Policy. The policy addresses responsibilities and actions of those staff person who use the credit card. A change was made for the director to review the credit card purchases on a monthly basis rather than yearly as was stated on the policy form distributed to the Board members. A motion was made by Vicki Spencer to accept the credit card policy with changes discussed of review by Nancy and that users make every effort to provide receipt and the user (employee) has the responsibility to obtain duplicate receipt if one is not provided. Mary Vader seconded and the motion carried.

Use of Emergency Reserve Funds request- The printers for public use in both Gunnison and Crested Butte are no longer functioning. They are six years old and unable to be repaired. Nancy Trimm reported on the high volume of usage that these printers have in both locations. The replacement printers with three-year extended warranty will cost \$2,460 and Nancy requested that these printers be purchased using Emergency Reserve funds. A technology replacement plan for technology hardware for the District was discussed and will be presented in more detail at a later meeting. Mary Vader made motion to purchase the public use printers from Emergency

Reserve Funds and Vicki Spencer seconded. The motion carried and Nancy was instructed to order the printers.

An Executive Session was called for according to the Statute Title 24 C.R.S. and the Board went into Executive Session at 6:24 PM. Board came out of Executive Session at 6:39 p.m.

The next Board meeting date was set for March 28, 2013-Thursdays at 5 p.m. at the Gunnison Library

Mary Vader made a motion to adjourn. Vicki Spencer seconded and the Meeting was adjourned.