



**GUNNISON COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES
MINUTES OF MEETING
Wednesday, June 21, 2017
Gunnison Library**

The regular meeting of the Gunnison County Library District Board of Trustees was called to order at 3:00 p.m. by Treasurer Andy Keck in the absence of President Bruce Bartleson and Vice President Rosalie Ott. Board members present were Andy Keck, Sherryl Peterson, Cindy McKee, Doris Kuiper and Larry Meredith. Acknowledgment of a Quorum was made. Also in attendance were Executive Director Nancy Trimm, Business/HR Manager Amanda Brackett, and Mary Burt, Director of the Center for Adult and Family Education.

Peterson moved approval of the proposed agenda, McKee seconded and the motion passed.

Peterson moved to approve the minutes of the May 8, 2017. Kuiper seconded and the motion passed. Peterson moved to approve the minutes of the May 31 special meeting, Kuiper seconded and the motion passed.

The May, 2017, financial report was presented by Brackett. The report indicated a healthy fund balance. The District had recently received a property tax check of a substantial amount and the District was in good shape financially. Gunnison's expenses through April were at 39.3% of the amount budgeted (slightly less than the targeted amount of 41.7%); Administration was at 47.61% (some annual items had been paid totally or substantially up front); the Crested Butte Library was at 41.8%; and CAFÉ at 45.9% (the only expenses for the rest of the summer will be for Burt's salary). Marketing expenses were high due to some expenditures that are made but once a year including new library cards which are purchased every few years. McKee moved acceptance of the report, Peterson seconded and the motion passed.

Director Trimm presented the Director's Report, noting that both libraries are seeing increasing numbers of visitors as summer residents and tourists visit the libraries. Summer reading programs are underway at both libraries. Jen Hillebrand resigned from her Crested Butte position in May. Staff hours are being changed to cover for her until fall when a search for her replacement will take place. Trimm said the transition of duties due to her resignation as Executive Director is going well, a leadership team has been appointed (as reported last month), and the work schedule through August has been established. All those needing to be informed of Trimm's leaving the District have been notified. Either Bartleson or Keck will need to sign checks at the Gunnison library on Mondays. The audit of the District finances is complete with no problems noted and complete information is coming to the board soon. Burt attended Rural Philanthropy Days in Montrose, served on a panel and made good contacts relating to potential grants. Plans are on track to review the next set of library standards before Trimm leaves. County officials recently informed CAFÉ that that will no longer have office space in the Family Services building. An office for Burt has been created in the Gunnison Library building. Staff is considering plans for locations for classes, etc., in the future. Peterson and Bartleson are tasked with contacting Matthew Birney for clarification.

In New Business, members discussed plans for the search for a new director. As of the meeting date seven applications had been received. The plan resulting from the discussion includes the following:

- Rubric development by McKee for evaluating applications within the next few days.

- Beginning July 12 selected board members will be available to meet with interested staff members to hear their thoughts regarding qualifications for a new director. Keck will send an email to all staff explaining that the board wants their input and will take seriously their ideas.

- From July 16-24 the board will review all applications with the leadership team and evaluate them based on the

rubric developed by McKee.

On July 24 the board will meet to discuss the applications, narrow the field to those to be interviewed and create a list of questions for each applicant.

The board will then schedule phone interviews and ultimately decide which candidates to bring to Gunnison for personal interviews and tours.

Old Business was to include a Long-Range Facilities Planning Committee report but due to the length of the discussion relating to the search for a new director that report was tabled until the next meeting. Members then spent some time discussing a draft advisory letter from attorney Merry Balson regarding the Van Tuyl estate gift and how the gift may properly be used. Because there were many questions and confusion related to many points, Meredith and Bartleson were asked to prepare a document summarizing the board's questions. This document will be circulated among board members for input before being sent to the attorney.

There was no request for an executive session.

The date for the next regular Board meeting will be determined via a Doodle Poll which will be distributed soon.

McKee moved the meeting be adjourned, Kuiper seconded and the motion passed. The meeting concluded at 4:45 p.m.

Respectfully Submitted by

Larry Meredith
Secretary