

Library Board Minutes, January 21, 2009, Delta

Present: John Moore (President), Ross Blackstock, Jessica Shaffer, Pat Means, Ann Murphy, Melody BellCampton

Also Present: Annette Choszcyk (District Director), Lela J. (Jan) McCracken, (County Commissioner), Leah Morris (Administrative Assistant), Jan Prestidge (Delta Manager), Myrna Westerman (Paonia Manager)

Absent: John Verbiscar

Location: Delta Library

President John Moore called the meeting to order at 2:30 pm.

Approval of Minutes of December 17, 2008

Shaffer requested that all instances of her old name, Voivedich, be replaced with her name, Shaffer.

The meeting was called to order at 2:35 pm, not 2:35 p.

The meeting ended at 4:35 pm.

Shaffer moved and Means seconded that the Board approve the minutes as corrected from December 17, 2008. The motion carried.

I. Amend Agenda

Choszcyk requested that items 5c [Budget—final 2008 amendments] and 5g [Standing Committees Policy Revision] be taken from the agenda, as more work still needs to be done on both items.

Moore added a new item under New Business to approve officers for 2009.

The revised agenda was approved.

II. Approve Consent Agenda:

Finance Committee had no report.

District Library Director's Report

Building Planning/Construction had no reports.

Moore motioned to approve the consent agenda and BellCampton seconded. Motion carried.

III. Old Business:

District Library Director's Comments

Choszcyk explained that Emma Neil has not yet completed the 2008 financials. These will be distributed to the Board when they are ready and should be available for approval at the February 2009 meeting. 2009 accounts will also be available then for Board review. The first amendment to the 2009 budget will have to take place at that time, as there has already been a change in 2009 revenue from Health and Human Services.

A new law in the State Senate will require library districts to file their bylaws with the State Library. The Delta County Public Library District will need a good copy to turn in. The earliest this will be needed is June 2009.

The new Paonia library is almost done. Carpet is almost finished and a floor plan is expected by the end of the week. Items in storage will be installed the first week in February. A walkthrough is scheduled for January 27, 2009 at 9 am. Moore agreed to look for a District representative to catch unresolved issues and list the needs of the new building.

Choszczyk is arranging for space planning visits at the Hotchkiss and Cedaredge libraries to complete a process similar to that done in Delta.

An all-staff training day took place on January 19, 2009. Feedback has been good so far. The training focused on reference materials and databases and included an assessment of staff strengths and skills.

Staffing and Vacancies:

The Spanish speaking position is still open at Delta. Choszczyk and Prestidge have one more interview before they will make a decision.

Crawford Foundation and Paving

The Crawford Foundation is joining with the Crawford Friends of the Library and would like to maintain \$1,500 as seed money for future fundraising efforts. Because Foundation money was expressly raised for construction, Moore discussed the question with several lawyers and was advised that the money can be termed as operating funds and retained without conflict.

Moore is sending a letter to Olen Lund requesting \$1,000 to pave a handicap parking area. Lund has already promised \$20,000 to the Paonia building project and Westerman asked that the new request be specified as a separate request. The need for a handicapped parking area for the Paonia Library will be discussed under New Business.

Logo

The logo committee met with Justin Hess and liked one of his initial images. He is working to perfect the image based on feedback from the committee. BellCampton provided the most recent rendition of the image and it was complimented on its timelessness, font, and colors.

Kit Stephenson will be changing the new website design to work with the new logo. Board members requested that Stephenson show the website progress at the February 2009 meeting. The entire project is nearing completion.

Art Policy—Second reading

Moore distributed the Art Display Policy and the Art Display Agreement for review. The initials LMS needed to be changed to DCL. Prestidge suggested that the Agreement wording be changed to reflect the Policy wording, "Exhibitors must complete and sign a

form listing the contents of the display and releasing Delta County Libraries from liability in the case of damage to or thefts of items.”

Moore agreed to make changes and bring the Art Policy to the February 2009 meeting for a third reading.

City of Delta Negotiations

Choszczyk and Moore reviewed the lease with the City of Delta, which expires in February 2010 and needs renegotiation. Moore contacted Susan Hilliard for legal advice. A meeting is in order with Delta City Manager, Lanny Sloan, to talk about issues that need resolution before the lease can be renegotiated. Because the City of Delta is seeking to relinquish City-owned buildings that are not used for City business, this process may lead to a transfer of building ownership to the District, hopefully after the City pays to make necessary fixes, such as the elevator and plumbing problems.

Murphy questioned the ability of the 2009 budget to cover building maintenance costs that may arise in such a scenario. Choszczyk clarified that a line item change will be possible, and Moore requested that building maintenance be provided a separate line item in the budget in any case.

ILS Search Report

The ILS committee reviewed another webinar and is working through the selection process to come to a decision soon. The committee will then make a recommendation.

IV. Parking Lot

Strategic Plan

The current strategic plan is flexible enough to allow for a delay in revision; however, Moore declared that the Executive Committee should begin to work on a proposal for the February 2009 meeting.

V. New Business:

Steve Wasilkowich Contract Revision

Moore motioned to extend the contract of Steve Wasilkowich through August 2009. BellCampton seconded and the motion carried.

Paonia Paving

Delta County will level and gravel the new library parking lot. Moore decided to revise his request to the County for funds to pave the Crawford handicapped parking area to include funds to pave a Paonia handicapped parking area without impinging on the other money promised to Paonia.

Big Read/ Little Read 2009

The Big Read Committee is writing a grant to request funds for a March/April 2010 program featuring the book The Call of the Wild. The Committee also would like to create a “Little Read” program for October 2009 to celebrate Edgar Allen Poe’s 200th birthday.

Board Officers 2009

Current officers are willing to continue their service to the Board in 2009. These positions are filled as follows:

Moore—Board President

BellCampton—Vice President and Secretary

Shaffer—Treasurer

Although there is no written policy, Board members are in agreement that succession in 2010 should move BellCampton to President and Murphy to Vice President.

Blackstock moved to keep the same Board officers for 2009. Means seconded and the motion carried.

VII. Executive Session

At 3:25 p.m., the Board entered executive session according to Section 24-6-402 (4)(f), C.R.S., for the purpose of discussing personnel issues. At 3:40 pm Executive Session ended.

Ann Murphy moved, Melody BC seconded, to approve the District Library Director's recommendation to create the position of Assistant District Director. The motion carried.

VIII. Adjourn

Jessica Shaffer moved, John Moore seconded, to adjourn.

The meeting was adjourned at 3:50 p.m.