

Library Board Minutes, May 20, 2009, Crawford Library

Present: John Moore (President), Ann Murphy, Melody BellCampton, John Verbiscar, Jessica Shaffer

Also Present: Bruce Hovde (County Commissioner, District 2), Annette Choszczyk (District Director), Leah Morris (Administrative Assistant)

Absent: Pat Means, Ross Blackstock

Location: Crawford Library

President John Moore called the meeting to order at 2:10 pm.

I. Introduce Guests

There were no guests present who needed introduction.

II. Approval of Minutes of April 22, 2009

Shaffer motioned to approve the minutes from April 22, 2009. Verbiscar seconded and the motion passed.

III. Amend Agenda

Shaffer added a financial discussion to Old Business, line 5d. BellCampton requested a chance to speak then as well.

IV. Approve Consent Agenda:

Moore approved the consent agenda.

V. Old Business:

a. District Library Director's Comments

Choszczyk had nothing to add to the Director's Report.

Shaffer asked about an item on the report which stated that Cedaredge Branch Manager Jamie Hollier was purchasing some furniture for the library. Choszczyk explained that it was furniture for the computer and kids' areas and will help to make better use of the library space. The furniture will be purchased from IKEA and the total cost will be under \$3,000.

b. ILS Search Report

Attorney Keith Nichols, reviewed the contract. He provided a couple of good questions and encouraged the District to go ahead with the contract if everyone is satisfied with SirsiDynix's response to the questions. The Board agreed that the District should proceed with the contract if SirsiDynix answered all of our questions satisfactorily. Once under contract, the new ILS system is likely to be in place by the end of the year.

c. Budget Report

The finance committee did not produce an official report.

d. Financial Discussion

Shaffer has reviewed a number of reports provided by the District's bookkeeper, Emma Neil. While the actual numbers are not completely clear at this point, Shaffer is concerned about the amount of money left in the reserves. The District should maintain 3 months of operating expenses in reserves, but that does not leave a whole lot of money in reserves that may be used in the event of budget problems in 2010.

Choszczyk explained that financials currently do not provide an accurate picture of the first half of 2009, but that the financial committee will need to reevaluate the budget once the numbers are up to date.

BellCampton stressed that Delta County is already looking into ways to cut their budget, and that property taxes could decrease drastically when they are reassessed in 2011, which means that the District should begin to prepare for several years of budget reductions. This is an issue to take very seriously, as the District will benefit from being prepared.

Choszczyk also talked about reductions in funding on the State level which are potentially going to raise costs on State Library services such as databases and courier. An upcoming library directors' meeting should provide more concrete numbers in that regard.

The Board agreed to look closely at the budget at the July 2009 meeting in order to make necessary adjustments.

VI. Parking Lot

No items.

VII. New Business:

a. Cedaredge Update

The Cedaredge Foundation is exploring the possibility of buying land to build a new library building in Cedaredge to replace the existing building.

Choszczyk urged the District and the Foundation to work together to determine whether a new library is a feasible project at this point in time. She brought up a number of issues, including the potential of remodeling the existing building, the ability to maintain a new library once it has been built, how the image that may be projected of the District having plenty of money could backfire on a Mill Levy, the ability of the Foundation to raise the funds to complete the project, and who should make the ultimate decision.

Verbiscar explained that the Foundation has a great deal of momentum at this point, from seeing the new Crawford and Paonia buildings, from the portion of money they have already lined up, from quality land that is available, and from years of discussion about such a project. He stressed that to quell that momentum at this point might prove disastrous for a future building project.

Hovde and Murphy added their input about the challenges of a Foundation obtaining large dollar grants, especially for a stand-alone library. Hovde also provided information on the history of the current building.

Discussion continued and Moore pointed out that if the District and the Foundation are willing to work together, a reasonable next step would be to obtain expert advice from a

neutral party, Rich Sales, of the Colorado Community Development Corporation. At that point, planning can continue with the needs of the District and the Cedaredge Community in mind.

b. Meeting Room Policy

Clearly the libraries need a policy in place as quickly as possible. Moore made one wording change to the Policy that Choszcyk provided. Shaffer moved to accept the Meeting Room Policy and the Conference Room Reservation Form with the change that Moore suggested. BellCampton seconded and the motion passed.

c. Fines and Fees, update

Managers have reviewed fines and fees and need the Board to approve. Choszcyk made one correction to the free copies statement. Murphy motioned to accept the corrected fines and fees list. BellCampton seconded and the motion passed.

d. Mission Statement Revision

The Board discussed the need for a mission statement and how the District represents all the libraries within, so that the mission statement needs to both be clear why there is a District, and reflect the missions of the libraries.

BellCampton motioned that the Board adjourn for a work session at 3:30 pm. Shaffer seconded and the Board went into a work session to revise the mission statement.

The Board reconvened at 3:55 pm after the mission statement work session.

VIII. Board Member Comments

Choszcyk visited the Montrose Library and reported that they are moving toward a deskless, self-service library model, incorporating RFID, self-checkout machines, and roving staff to make better use of building space and staff time. Their new straw bale Naturita Library is almost complete.

Choszcyk mentioned the job ads, janitorial RFP, and library articles appearing in the Delta County Independent this week.

Choszcyk has been looking into the new Kendall reading device which allows periodical downloads through a subscription service. She is examining the feasibility of switching some District subscriptions to this media, considering that many newspapers are moving toward online services only, including the DCI.

X. Adjourn

There being no other business, Verbiscar moved and BellCampton seconded to adjourn at 4:03 p.m.