

Library Board Minutes, July 15, 2009, Delta Library

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

Also Present: Bruce Hovde (County Commissioner, District 2), Annette Choszczyk (District Director), Rhonda Duclo (Assistant District Director), Terri Mondschein (System Administrator), Leah Morris (Administrative Assistant)

Absent: Pat Means, Ross Blackstock, John Moore

Location: Delta Library

Vice President Melody BellCampton called the meeting to order at 2:34 pm.

I. Introduce Guests

BellCampton made sure that everyone knew each other.

II. Approval of Minutes of June 16, 2009

Shaffer motioned to accept the minutes from June 16, 2009 and Verbiscar seconded. Motion passed.

III. Amend Agenda

Murphy requested a conversation regarding meeting locations to add to new business (8b).

IV. Approve Consent Agenda:

BellCampton approved the consent agenda.

V. Old Business:

a. District Library Director's Comments

Choszczyk added some information about upcoming events in the Library District.

- Big Read, taking place in April 2010. A planning meeting is scheduled for the July 24 at 1pm in Hotchkiss. The book is "Call of the Wild."
- A Little Read with a focus on Poe will take place in October 2009.
- NPR's Storycorps will be at the Paonia Library from the end of August to mid September through an arrangement with KVNF. They have asked local non-profits to spread the word that they have 120 interview slots they are currently filling.

Choszczyk stressed some key points on the District-wide library statistics she provided.

- Commerce among the District libraries is up 29.22% in 2009, which is a reason that books may not be on the shelves and also a good reason to encourage patrons to place holds.
- Circulation overall is up 17.5%.

b. Reports from Cedaredge, Crawford, Delta, and Paonia

- Cedaredge: The library has a nice artist books collection on display and the lectures provided by manager Jamie Hollier have been very well done.
- Crawford: Landscaping is underway with a number of volunteers helping with the planting. A large tree was donated and installed.
- Delta: Staff members are working to collect library history for a grant proposal and have found the first blueprints for the original building. Delta is also working on installing the Cedaredge method of in-house computer check out, which allows for easy statistics and time management.
- Hotchkiss: The air conditioning was broken for several days but has now been fixed.
- Paonia: Sidewalks and curbs are in place, along with decorative rocks. A fence has been selected and is awaiting installation. The Friends are building their storage structure on library grounds. The parking lot has been graveled and drainage and landscaping work is progressing. The library has been busy with people using the wireless Internet at all hours.

c. Staffing

Hotchkiss hired Barbara Limone. Cedaredge just hired Katie Ankeny. A number of subs have been hired and are undergoing training.

Interviews will take place soon for the two Delta openings, one of which is a bilingual outreach position. Choszczyk mentioned that the District has received fewer applications than she would have expected, given the economy.

VI. District and Library Foundation Statutory Requirements

The Board agreed to put this discussion in the parking lot, to revisit at a later meeting when more Board members are present.

VII. Parking Lot

No items.

VIII. New Business:

a. Long Range Planning/Budget Priorities

Choszczyk provided a handout with a budget projection for 2009/10/11. Key issues that she reiterated include:

- Most tax revenues are expected to be down, especially property tax revenue in 2011/12.
- State revenue is already down, requiring adjustments to database subscriptions.
- Use is up in the libraries in all areas.
- Libraries still lack standard hours throughout the District and staff pay is still behind market.
- Computer demand is high and a number of computers purchased through a grant several years ago are starting to break down.
- Delta Library is in need of repairs.
- New buildings are proving to require extra money for utilities.

Managers brainstormed their needs and ideas at their last manager meeting, including:

- Managers want to keep operating hours, staffing, insurance, computers, and technology.
- Managers suggested hiring more page level staff to free other staff for programming.
- Staff attending workshops may have to help pay for part of their expenses and reduce memberships.
- Kindles may help to replace expensive magazine subscriptions, with databases available for back issues.

The Board brainstormed ideas for future budget work.

Items which the Board sees necessary to maintain include:

- At least the same level of services.
- High demand materials such as audios, downloadables, popular books, and DVDs.
- Salaries.
- Insurance.

Ideas which the Board had for future cost savings include:

- Workshop expenses, including travel and mileage, which might be replaced by webinars.
- Advertising and printing and making better use of free publicity.
- Materials and supplies, after a review of collection statistics.
- Shorter checkouts and no renewals for high demand materials.
- More volunteer help.
- Book sales of better quality, more popular materials, extra copies, and rare books.
- Reduction of hours for new hires without reducing current staff hours.
- Staff furloughs and reduction of operating hours.

b. Board meeting locations

Murphy wondered whether changing the Board schedule to accommodate more Board meetings in Paonia was feasible, given the new meeting room space. BellCampton explained that the schedule was determined to accommodate the commissioners and have an equal number of meetings in each District. Given this information, Murphy and the rest of the Board agreed that the schedule should remain unchanged.

IX. Board Member Comments

Verbiscar updated the Board on the state of the Cedaredge Library Foundation attempt to purchase land, which at this point is not happening because the bank will not go low enough on the price of the property in question.

Shaffer was pleased with changes made to bookkeeper Emma Neil's financial statements and appreciated the meeting they had.

Many Board members will be gone in future meetings, which may require changing meeting dates.

Murphy will be gone from the August and September meetings.

Shaffer cannot attend the August meeting.

Verbiscar will not make the November and December meetings.

Hovde clarified the state of the finances for the new Paonia Library building project money, which has not all been spent yet, but will all be used.

Hovde also mentioned that Delta Housing is offering loans at very good rates for home improvement projects. He provided more information for interested homeowners.

X. Adjourn

There being no other business, Shaffer moved and Murphy seconded to adjourn at 4:00 p.m. Motion passed.