

Library Board Minutes, March 16, 2011, Delta Library

Present: Melody BellCampton (President), Ann Murphy (Vice President and Secretary), Jeanne Callahan (Treasurer), Pat Means (Trustee), Annette Choszczyk (District Director),

Guests: Rhonda Duclou (Assistant District Director), Lea Hart (Delta Manager), Rick Steckel, Dorothy Pew, Cheryl Smith, Judy Davies, Doug Atchley (Delta County Commissioner).

Absent: Ross Blackstock (Trustee)

President BellCampton called the meeting to order at 1:30 PM

1. Guests were introduced.
2. There were no public comments.
3. Approve/Amend Agenda
4. With no changes to the February minutes, Means moved and Callahan seconded that the consent Agenda (Minutes, District Librarian's Report, Finance Committee Report) be approved. The motion carried.
5. Old/Continuing Business:
 - a. District Library Director's Comments
 - b. Oral reports:
 - Crawford has some nice displays
 - Delta: LaDonna Gunn gave a report on the historic grant. The assessment on the building is complete. We will now be able to make the request for funds. It will have to a multiphase with the most urgent issues addressed in this grant - the drainage and cooling for the first 2 sections. Paying for the chiller will be part of the cash match which is 25%. There will only one round of grants this year. That will increase the amount of competition. It will be August before we will know. Then it will be a year before we can begin. The county and city are both involved. The drainage issue is with the county property. We will be monitoring water levels with a sump pump in the utility room in the Carnegie building. The commissioners will consider allowing piercing to be done from the outside.
 - Hotchkiss: No additional information beyond the Director's Report.
 - Paonia: Close to getting a landscaping contractor. Phone conversations have taken place between architect & building contractor to determine additional repairs. May need to power wash the building and repaint. There would be no charge to do the work but we would need to supply the materials. The work would need to be done before the landscaping.
 - Cedaredge: Friends are moving forward with landscaping.
 - c. Staffing - The only opening is in Delta. We are nearly ready to conduct interviews. Trainings for new staff positions are being done. The Board requested a staff flow chart.
 - d. Budget Update.
 - e. Foundation report: Means and Callahan will meet with existing Friends and Foundation people. We want to add to what is being done, not take over.

People in those groups should become members of the District Foundation. Will meet in Cedaredge with Friends. Will ask Paonia group to become members. Could have a couple of people from each group. We do not want to be directive – but cooperative.

- f. Grants:
 - E-rate report is due next week.
 - BTOP –Annette took a tour with area trainer to all libraries. The BTOP trainer will train all staff. The tech committee met to see how the hardware will be used - PC replacement and laptops for teaching and public use. Laptops can be used at other facilities for training. We should have the equipment by the end of June. There will be kick off parties to celebrate the grant in the fall.
- g. Centennial - Library ads, the first part of the celebration, are in the annual Local Business section of the High Country Shopper. There will be a contest to encourage people to share photos and stories about library use. We want to have DCL representation at every local event, including the capacity to make Library cards. At the end of the year there will a big celebration for the Carnegie building.
- h. Looking to the future: property taxes are less. The task will be looking at primary needs secondary needs and wish lists. A Board work session on the budget will be scheduled this spring in Hotchkiss.

6. Parking Lot...Topics for Later Discussion

7. New Business

- a. Looking to the Future – we will schedule a budget work session.
- b. Statistics Report – considered the County census report
- c. Meeting Room Policy - Meeting room policy. Callahan asked why is there no charge for meeting rooms, because if people pay it is more important to them. The policy and history of library meeting room use was discussed, including the limitations on charging fees (Coors-funded rooms) and the clear statements in the policy that no group could expect a library facility to be their permanent or regular meeting place. Room reservations may only be made one month in advance and any library activity is the priority for room use.
- d. Interviews of candidates for Crawford Area and Delta Area Trustee Positions
Individual interviews for Board Member openings were held at this point in the meeting. Interviewees included Cheryl Smith, Crawford area; Dorothy Pew, Delta area; Rick Steckel, Crawford area; and Judy Davies, Delta area.
After the interviews were completed, Callahan moved and Means seconded the recommendation to appoint Dorothy Pew for the Delta Area opening and Cheryl Smith for the Crawford Area opening. Motion carried. It was suggested that Rick Steckel be recruited for membership on the District Foundation

9. Board member comments - none

10. Callahan moved to adjourn, Means seconded. Meeting adjourned at 4:00 pm