

DELTA COUNTY LIBRARY BOARD OF TRUSTEES MEETING
MINUTES OF THE DELTA COUNTY LIBRARIES BOARD OF TRUSTEES
August 17, 2011, at the Cedaredge Library

Trustees Present: Melody BellCampton, President; Ann Murphy, Vice President; Pat Means, Ross Blackstock, Dorothy Pew and Cheryl Smith
Trustees Absent: Jeanne Callahan
Also Present: Annette Choszczyk, District Director, Rhonda Duclos, Assistant District Director and Bruce Hovde, County Commissioner

President BellCampton called the meeting to order at 1:24 p.m.

INTRODUCE GUESTS: None

PUBLIC COMMENTS: None

APPROVE/AMEND AGENDA: No changes to the agenda

APPROVAL OF CONSENT AGENDA: July 2011 Minutes, District director's Report; Financial Report. Means moved, Smith seconded to approve the consent agenda. Motion passed.

OLD/CONTINUING BUSINESS

- Additional District Library Director's comments included:
The State Historic Grant and the Historic Assessment Grants (Delta Library) were approved. This is the first step toward fixing the Carnegie section of the Delta building. The irrigation will be re-done so that water drains away from the building and the affected corner of the building will be pried. The next step will be the contracting process which will start in the spring and which can take up to seven months. Pew thanked all who had worked on the grants as the process this year was very competitive.
- BTOP staff training was held today; this is one of a series of no-cost BTOP workshops that staff will attend
- Old shelving in the Delta Library has been replaced. The entire area looks better and is safer.
- This is the last week of Storytime Stew. The program was very successful and may be repeated next summer. The summer Reading Programs are done; school starts next week.
- The meeting with the School District principals was very successful. BTOP information was presented and all principals received library cards and lanyards. The Delta High School principal was very supportive and has already initiated use of the data bases in his school.
- Jessica will be meeting with the principal of the Opportunity School; many classes are online and require high speed internet so the libraries will be a major resource for the students.
- Smith reported that Delta/Montrose Vo-Tech will link to both the Delta and Montrose Library District websites.
- Means will forward information to Choszczyk regarding a state webinar on how libraries can connect with their communities.

LIBRARY REPORTS

Cedaredge: Choszczyk attended the Cedaredge Foundation meeting. A major goal for them is to obtain a permanent library sign. (This may be something to look at in the future for each library.) The Town of Cedaredge participates with the National League of Cities which is making available pharmacy discount cards. Brochures have been placed at the Library. Businesses in Cedaredge are collecting pledges for an electric sign for the town. The Library will be able to use it to announce events.

Storytime Stew has been very successful.

Crawford: Kathy Little met with the school principal.

A question about occupancy limits for the Library was raised because of a local event. It may be necessary to identify "Maximum Occupancy" and post signs. (This could become a part of the Meeting Room Policy.

Delta: The book sale is completed. Duclos arranged for a reader for the Senior Program. Authors also attended and the session was very successful.

Hotchkiss: Staff are getting ready for the start of school; Duclos has met with the teachers at the schools in staff meetings. This has become institutionalized in Hotchkiss.

The DCL booth at the County Fair succeeded in getting about 50 pictures of people for posters. People were interested in Mango.

Paonia: There are a number of events coming up, including the Friends/Foundation_rummage sale in August and the Grape Stomp/Silent Auction in September. The Library has been very busy lately.

Literacy: Many activities are going on. The contract with Health and Human Services is not yet completed; it is very complex.

Staffing - The filling of an administrative assistant position has been dropped as there is now a need to hire an IT person. The job description has been posted and this will be a staff position. Since Country revenue has dropped more than anticipated, it is not possible to fill both positions at this time; the IT position is more crucial. IT positions generally carry relatively high salaries and thus are sometimes difficult to fill for small library districts. There is a consortium, but it is currently too costly for us. If they were to change to systems that match ours, we could possibly join.

Budget Update - County valuation is coming in about 13% lower than last year which will result in a \$135,000-137,000 decrease for the District. It will probably be beneficial to do a budget work session soon. We have money in reserve, but will ultimately need to so a levy vote.

Centennial Celebration - DCL had floats in all local parades. The Delta Library float won first place in the Deltarado Days parade. The next part of the celebration will be the BTOP Open Houses at each library and then a big birthday party.

NEW BUSINESS:

- Audit: Copies of the annual audit report were shared. The auditor acknowledged – as happens each year – that there is no certified financial person internal to the District.
- Electronic Device Policy: Because of new equipment, including laptops, in each library due to BTOP, the Board conducted an expedited review of this new policy. Following discussion, Callahan moved and Murphy seconded that the policy be approved as amended. The motion carried.

- Collection Policy: A first reading of the revised Collection Policy was held. In the discussion, additions and suggestions were made.

EXECUTIVE SESSION:

The Board of Trustees convened into Executive Session at 2:52 p.m. per C.R.S. 24-6-402(4)(f) for the purpose of discussing personnel issues.

The regular meeting resumed at 3:25 p.m.

BOARD COMMENTS: The schedule of meetings for the remainder of the year is:

September 21

November 16 and

December 14

The next Board meeting will be September 21st in Delta. It will be preceded by a work session beginning at 11:00 a.m.

Smith moved to adjourn and Means seconded. The meeting adjourned at 3:34 p.m.