

Delta County Library Board Meeting February 16, 2011

Library Board Minutes, February 16, 2011, Cedaredge Library

Present: Melody BellCampton (President), Ann Murphy, Pat Means, Jeanne Callahan, Ross Blackstock, Annette Choszczyk (District Director), Rhonda Duclo (Assistant District Director), LaDonna Gunn (Grants/Projects Coordinator).

Guests: Bruce Hovde (Delta County Commissioner); Bill Welch, Cedaredge Library Foundation; Carol Foreman, Cedaredge Library Manager

President Melody BellCampton called the meeting to order at 1:30 p.m.

I. Introduce Guests

Bruce Hovde (Delta County Commissioner)
Bill Welch, Cedaredge Library Foundation
Carol Foreman, Cedaredge Library Manager

II. Public Comments

No comments.

III. Approve /Amend Agenda

BellCampton amended the agenda to include an Executive Committee session.

IV. Approval of Consent Agenda:

January 19, 2011, Minutes; District Director's Report and Finance Report.
Means moved, Murphy seconded, to approve the consent agenda. Motion passed.

V. Old/Continuing Business

a. District Library Director's Comments

- Announced John Moore's Bolivia presentation Friday, February 18, at 7 p.m. at the Blue Sage in Paonia. In preparation for his trip, he used Mango Languages to refresh his Spanish.
- Paonia Landscape Contractors: One interview has been conducted.
- Staffing: Terri Mondschein's last day was Tuesday, February 15. Staff is still adjusting to new positions. Kit Stephenson and Carol Foreman will be spending about a month to train on the SIRSI system as the lead system operator and one backup, costing about \$4,000.
- Annette Choszczyk and Kit Stephenson interviewed and hired Jessica McGrath for the literacy manager's position. Jessica, who will begin in March, has a Master of Arts in sustainable communities, bringing a lot of experience to the position. Jessica's move to literacy will now create an opening in Delta, which will be posted soon.

b. Oral Reports from Libraries

Cedaredge: Annette explained that they have been meeting with Foundation and Friends groups. She discussed the landscape needs around the building. Bill Welch added that the Foundation will pay for the work and the Friends will help maintain the landscaping. Annette explained that the Foundation bought the lot east of the library for future development—parking, outside events. Bruce Hovde noted that he has arranged for inmate labor to work on the library grounds to help maintain them.

Crawford: Rhonda has been helping Crawford staff with outreach and collections. The last part of the construction project is to finish the retaining wall, then the DOLA building construction grant can be formally closed.

Delta: Melody and Jeanne commented that Lea is beginning to feel more comfortable in her new position. Annette explained that the elevator is continuing to operate as of this date. It was fixed a week ago but went down immediately for a few days. We are still working on the HSA and have yet to hear from the SHF. Dennis Humphries has provided advice on how to proceed with the construction project. We will be submitting a competitive grant for the April 1 deadline. We are continuing to work on getting bids for the air conditioning.

Hotchkiss: Rhonda has been catching up on projects. She received a bid on replacing the linoleum in the restrooms with tile. She is waiting for bids on installing the ADA doors.

Paonia: Ann reported that the library has been very busy. The Armchair Travel Series is continuing with Germany on Thursday, March 3; South Africa on March 10; Australia on March 24. The Kids Pasta Project is helping to sponsor books for the Library boys and girls book clubs on March 7. The KPP has benefited the DCL previously.

c. Staffing

No further discussion. Annette covered staffing during her report.

d. Budget Update

Annette explained that she filed the “official” budget with the state. Emma Neil has scheduled an audit in April. Annette is continuing to fine tune particular areas during the first quarter.

e. Foundation and Advocacy Committee Report

Jeanne and Pat—The committee met today where the consensus was that the DCL Foundation has to carefully refrain from trying to takeover local Friends and/or Foundation groups. The Foundation wants to begin by engaging the local groups and by offering a team atmosphere through noncompeting projects. As a board member, the importance of advocacy is to engage the community and present a positive view. The next step is to make an action plan. The committee will begin meeting with additional advocates from the rest of the county. The Board discussed utilizing the 100 Years of Libraries Celebration as a way to unify the county; distributing FAQ

flyers about the DCL; putting information on the website; and educating the community about library services.

f. Grants Report:

LaDonna reported that the Heritage Trails project at the Cedaredge Library begins next week. No high school students were willing to participate in the Knowledge Bowl because of the book we had chosen. Lea Hart (Delta Library) and Carol Foreman (Cedaredge Library) put together “A Walk in Mr. Lincoln’s Shoes” to replace the Knowledge Bowl and the grand finale for the “We the People” grant project. Dave Carter with the USDA had informed us that we can apply for grants to update all of the library facilities to meet ADA. The Gutter Bunny project is scheduled for April 28 through May 1 at either the Delta Library or Paonia Library.

g. BTOP Update:

Annette reported that we have until June to purchase the computers and equipment. With the staffing changes, we are holding until after the SIRSI training.

VI. Parking lot

a. Facilities/Services Long Range Plan:

No discussion.

VII. New Business

a. Election of Board Officers:

Board of County Commissioners appointed BellCampton for a new term. Callahan Moved, Means seconded, to accept BellCampton to serve as President, Murphy to serve as Vice President/Secretary, and Callahan to serve as Treasurer. Motion passed.

b. Committee Assignments

Callahan moved, Murphy seconded, to table committee assignments until a full Board is present. Motion passed.

c. Recruitment for Board Vacancies

Interviews will be next month in Delta.

d. 2011 Centennial Celebration of Library Services in Delta County

- Submitted an ad to the DCI’s Focus on Business publication.
- Plans for the celebration are: Working with Crawford’s 100 year celebration and the Carnegie celebration; planning an historic photograph contest; collecting stories about how people use and/or used the libraries; recruiting members for the DCL Foundation.
- Bruce Hovde offered that if we get the information to him, he will submit a resolution to designate the year as the 100 Years of Library Histories.
- Snapshot Day is a state-wide recognition of library activities and use. We will use the photos for local promotion and on the website.

- Federal legislation is being considered that will affect Institute of Museums and Library Services funding. Annette will keep everyone informed.
- This year's state-wide advocacy campaign is focusing on how public libraries and school libraries work together or, in the absence of a school library, how the public library fills the role for the school library. The campaign started a year ago with telling the stories of public libraries, followed this year by telling the stories of public and school libraries. Next year the focus is on telling stories of academic libraries. The following year will focus on telling the story of a state-wide library. The emphasis of the campaign is to understand how libraries make a difference in peoples' lives.

e. Policy—Second Reading

Executive committee has made some language changes. Callahan moved, Means seconded, to accept the revised policy. Discussion—the Board will deliver the policy to the various Foundation and Friends groups. This will provide an opportunity for the Board to begin the unification process with all community groups. Board members will attend the next meetings of the Friends and Foundation groups. Motion passed.

f. Stats Report

Annette—presented a 2010 circulation chart. Downloadable audio books are not included in the circulation stats. Delta saw an increase in circulation where the other libraries saw a slight decrease. After all statistics are gathered, Annette wants to schedule a work/planning session. Programming stats will better tell the story of library use. Discussed the need to track computer use through a library card reservation system. The statistical information helps the library staff understand their value to the DCL and the success of their programming.

VIII. Executive Session

Means moved, Callahan seconded that the Board convene into executive session under C.R.S. 24-6-402(4)(f) for the purpose of discussing personnel issues. Executive session commenced at 3:02 p.m. and was adjourned at 3:35 p.m.

IX. Adjourn:

Murphy moved, Means seconded, to adjourn. Motion passed. The meeting adjourned at 3:40 p.m.

The next meeting will be in Delta on Wednesday, March 16, 2011 at 1:30 p.m.