

**Minutes of the Fort Collins Regional Library District
Board of Trustees – Regular Meeting**

**February 2, 2009
4 p.m.**

Harmony Library
4616 S. Shields Street - Community Room
Fort Collins, CO

FOR REFERENCE:

PRESIDENT:	Mary Atchison	217-9213
VICE PRESIDENT:	Mike Liggett	493-0361
INTERIM EXECUTIVE DIRECTOR:	Ken Draves	221-6670
ADMINISTRATIVE SUPPORT:	Cynthia Langren	221-6694

BOARD MEMBERS PRESENT:

Mary Atchison
Nina Bodenhamer
Robin Gard
Shelly Kalkowski
John Knezovich
Mike Liggett

OTHERS IN ATTENDANCE:

Annie Fox
Phyllis Abt
Jacqueline Murphy

DISTRICT STAFF PRESENT:

Tova Aragon
Jeff Barnes
Lu Benke
Carson Block
Karen Cagle
Cydney Clink
Karla Cribari
Lynda Dickson

Ken Draves
Vicky Hays
Millie Kridler
Cynthia Langren
Currie Meyer
Rob Stansbury
Paula Watson-Lakamp

I. CALL TO ORDER

President Atchison called the meeting to order at 4:05 p.m.

II. AGENDA REVIEW

Requests were made to add the following three items to the agenda:

- President Atchison proposed the addition of one item: Approval of the January 27, 2009 Special Board meeting minutes;
- Trustee Gard requested the addition of an action item under Unfinished Business regarding the Executive Director Search firm; and
- Trustee Knezovich requested an item under New Business regarding an addition to the City of Fort Collins' April ballot.

All requests were accepted by the Board and the agenda was amended.

III. PUBLIC COMMENT

None.

IV. APPROVAL OF MINUTES

Upon motion, second and unanimous approval, the minutes of the January 5, 2009 regular board meeting were approved as presented.

Upon motion, second and unanimous approval, the minutes of the January 27, 2009 special board meeting were approved as presented.

V. REPORTS

a) Director's Report

The report was accepted as presented.

b) Trustee Reports

Trustee Gard reported that she attended the American Library Association Mid-winter Conference trustees' reception and had the opportunity to speak with other trustees regarding their experience with trustees' training, networking, and executive director's searches.

Trustees Kalkowski and Gard also attended a teen reading event at the conference. Our Interesting Reader Society (IRS) did a great job of representing the Library District and the trustees received many compliments on the group's enthusiasm. They were one of only 15 national groups to participate in the prestigious Top Ten program.

President Atchison reported that she met recently with City Manager Atteberry and after their conversation, they concluded that it would be beneficial to have Wendy Williams be the main liaison between the City and the District from this point forward. Mr. Draves and President Atchison have scheduled a meeting

with Ms. Williams next week to bring her up to speed on the District.

President Atchison announced that the trustee replacement committee decided to recommend Trustee Kalkowski's reappointment to the Board. On the City side, it will be made official at the City of Fort Collins Council meeting on February 17. She added that due to timing and processes beyond anyone's control, the replacement for Trustee Viscount won't occur until mid-March.

c) Financial Report

Mr. Barnes presented the January 2009 Financial Report. Following discussion, the report was accepted as presented.

d) Legal Report

Attorney Murphy updated the board on the Wellington litigation issue and also the recent anti-lead issue. The anti-lead Consumer Product Safety Improvement Act was a law designed to protect children from lead and harmful substances in their world, but was written so broadly it included children's books on library shelves. She reported that there has been a one-year delay to allow a study of how the law should be applied to libraries, if at all.

VI. BUSINESS ITEMS

a) UNFINISHED BUSINESS

1. Consider District Logo Selection – Watson-Lakamp

Ms. Putney presented four images to the Board for consideration. She described each one in detail and why they were chosen by the committee as good representations of the library name/district.

Board members discussed the pros and cons of each logo, with most of the discussion centering on reasons for liking/disliking logos 1 and 2.

Trustee Bodenhamer moved to adopt logo #1 for the Poudre River Public Library District. There was a second by Trustee Knezovich. The motion carried by a majority vote, 4 – 2.

Next, she presented the two color pallets brought for consideration and selection by the Board. She described what each color represents and communicates.

Ms. Putney requested that the board choose between the two color pallets labeled "A" and "B". The board discussed each.

Trustee Gard moved to adopt color scheme "A". Trustee Kalkowski seconded the motion. The motion carried by a unanimous vote, 6 – 0.

2. Executive Director Search Firm RFP – Gard & Kalkowski

Trustee Kalkowski introduced Mr. Jim O'Neill with the City of Fort Collins' Purchasing Department. Mr. O'Neill assisted with the Request for Proposals for the Executive Director Search consultants. The top ranked firm was Corbus Library Consultants. Information, including the proposal from Corbus, was distributed to Board members. Mr. O'Neill described the evaluation/rating process.

Trustee Kalkowski requested Board action to approve contracting with Corbus Library Consultants. ***It was moved and seconded to engage Corbus Library Consultants for the Executive Director search. The motion carried unanimously, 6-0.***

3. Timeline for City Council Work Session – Draves and Atchison

Mr. Draves reminded the Board that the District is scheduled to attend a Fort Collins City Council Work Session on March 24 to update them on the Facilities Plan.

Mr. Draves, Mr. Barnes and President Atchison recently met with County Manager Frank Lancaster and several of the February items on the timeline came from that discussion. President Atchison reported that topics of special importance to Mr. Lancaster included the need to address how to best serve people in the outlying areas and he strongly encouraged the District to take the Facilities Plan out to the community and to a Commissioners' work session in order to create goodwill. He also suggested making a concerted effort to make sure the District get survey results from those in outlying areas as well.

The topic of impact fees was brought up during the meeting with Mr. Lancaster and Mr. Lancaster suggested a solution: the County would implement impact fees contingent upon the City continuing theirs. It would break the impasse. President Atchison spoke to City Manager Atteberry about this and it was well received. Trustee Liggett requested that the Poudre School District receive a draft Plan as well.

The Board agreed the next steps are:

- Board will send any comments on the draft Facilities Plan to Mr. Barnes by Wednesday, February 4
- The Board will meet again to firm up the Facilities Plan after the next draft comes in
- Staff will schedule a meeting with Timnath leadership
- Mr. Lancaster will contact Mr. Draves to set up a Work Session with the Commissioners

b) NEW BUSINESS

1. Update on E-commerce – Block

Mr. Block announced that e-commerce has been up for about two weeks now and has been very successful. He then demonstrated for the Board how a patron can pay fines online step-by-step. The Board expressed their appreciation for staff's hard work in implementing e-commerce and providing another valuable service to patrons.

2. Consider Authorizing Council Tree Condominium

Documents per the IGA with the City and County – Murphy

Ms. Murphy distributed a memorandum dated January 30, 2009 that summarized the discussions regarding the Council Tree library to date, the pending documents and some of the substantive issues that remain with regard to each pending condominium document.

Ms. Murphy concluded by stating that the recommended action is authorization of the documents subject to the Counsel and the President's final review. **Trustee Liggett moved to approve authorizing the condominium documents for purposes of the Bayer/City closing. There was a second by Trustee Gard.**

Trustee Liggett made a friendly amendment to the motion to include authorization for the President to sign any necessary documents once they are finalized.. Trustee Gard accepted the amendment. The motion carried unanimously, 6-0.

3. Addition of Item on City of Fort Collins' April Ballot – Knezovich

Trustee Knezovich distributed copies of a memo from February 13, 1975 re: Proposed People's Ordinance No. 2, 1975. He proposed that the most effective way to deal with an expansion of Main library would be to build down under the overhangs as mentioned by the Facilities Planning consultants at the January 27 special Board meeting. In order to do that, the ordinance from 1975, which stated that "no more than 5% of the area now devoted to open-space park purpose shall be used as the site for construction of additional buildings or parking facilities", would need to be reversed and taken off the City's books. Trustee Knezovich requested permission from the Board to put a question on the April 2009 ballot to accomplish this task. A resolution and supporting documentation would be provided by the City Attorney's office should the Board of Trustees opt to pursue this.

Trustee Kalkowski moved to take this to the City for inclusion on the April ballot. There was a second. The motion failed 2 – 4.

VII. INFORMATION AND UPDATES

- Ms. Watson-Lakamp distributed updated org charts that include the newest Classified staff members
- Reminder: Board elections will be held next month at the Annual meeting

VIII. ADJOURNMENT

The meeting adjourned at 6:12 p.m.

Respectfully submitted,

Cynthia L. Langren

Michelle S. Kalkowski

Executive Administrative Assistant

Secretary