

**Meeting Minutes
Board of Trustees
Annual Meeting
April 8, 2024 — 4:00 pm
Harmony Library**

Board Members Present:

Josh Fudge
Randyn Heisserer-Miller
Hilary Herrmann
Corey Radman
Anuja Riles
Matt Schild
Vicki Woods

Board Members Absent:

Staff Present:

Katie Auman
Kim Doran
Kristen Draper
Ken Draves
Drew Gaede
Mark Huber
Angela Kettle
Cynthia Langren
Diane Lapierre
Sabrina Leslie
Amy Lyons
Currie Meyer
Selena Paulsen
Serina Pulido
Monique Ramos
Rob Stansbury
Molly Thompson

Others in Attendance:

Elizabeth Dauer, Legal (virtual)
Laura Puls, FRCC
Robin Gard, FOL
Kathy Marquis, FOL
Peggy Reeves, Poudre Library Trust
Linda Hopkins, Poudre Library Trust

- 1. CALL TO ORDER AND DECLARATION OF QUORUM**
President Schild called the meeting to order at 4:03 p.m. and declared a quorum present.
- 2. AGENDA REVIEW**
No changes.
- 3. PUBLIC COMMENT:**
No comment

4. INTRODUCTION AND OATH OF OFFICE FOR VICKI WOODS

President Schild administered the Oath of Office to newly appointed trustee, Vicki Woods and she was successfully sworn in.

Everyone then introduced themselves and she shared a brief bio. Trustee Woods was warmly welcomed by the board and staff.

5. ELECTION OF OFFICERS – PROPOSED SLATE:

President – Matt Schild

Vice President – Corey Radman

Secretary/Treasurer – Randyn Heisserer-Miller

President Schild recited the proposed slate of officers and opened the floor to other nominations. There being none, the floor was closed.

President Schild asked for a motion to approved the proposed slate of officers. ***Trustee Riles moved to approve the slate as presented. There was a second by Trustee Fudge. The motion carried unanimously, 7 – 0.***

6. APPROVAL OF MINUTES

- March 18, 2024 Regular Board Meeting

Trustee Radman noted that Kathy Marquis was the one who presented the Friends of the Library update on page 3, not Robin Gard. With that correction, she moved that the March 18, 2024 meeting minutes be approved. Trustee Heisserer-Miller seconded the motion. It carried unanimously, 7 – 0.

7. REPORTS

a. Director’s Report – Diane Lapierre

Ms. Lapierre highlighted items in the written report and then asked Communications Manager Katie Auman to share the Report to the Community.

Ms. Auman shared the report via a PowerPoint presentation. She noted that it has been shared with the City and the County per the requirement outlined in the Intergovernmental Agreement. If there are any questions about the report, please contact Ms. Auman.

b. Financial Report – Amy Lyons

Ms. Lyons presented the March 2024 financial report.

There was a motion by Trustee Riles to approve the March 2024 financial report as presented. Second was made by Trustee Heisserer-Miller. The motion carried by unanimous vote, 7 – 0.

c. Legal Status Report – Elizabeth Dauer

Ms. Dauer had nothing to add to the written report.

8. UNFINISHED BUSINESS

a. Approval of the Annual Administrative Resolution - Dauer

Ms. Dauer explained that this resolution is brought to the board every year at the Annual meeting and is basically a compliance document for the District. ***There was a motion by Trustee Fudge to approve the Annual Administrative Resolution as presented. There was a second by Trustee Woods. The motion carried unanimously, 7 – 0.***

b. 2024 Goals & Measurements Document Update – Lapierre

Executive Director Lapierre went over the document and explained that this version reflects that the Strategic Plan framework that is now included within the goals. She also said that it's a living document and will be evolving as needed. Feedback from the board included comments that it is well-designed and easy to read with reachable and measurable goals and that it is impressive.

It was suggested that Trustee Woods would benefit from a personal presentation on the Denison Survey results. Ms. Langren will coordinate a meeting for Ms. Woods and Ms. Leslie.

c. Policy Review Schedule – Draves and Meyers

Mr. Draves briefed the board on the chart that was included in the packets for this item. He noted that this is not finished and it, too, is a living document. The items in yellow highlight indicate the polices that staff recommends the board review and approve this year.

Trustees Heisserer-Miller and Herrmann expressed their desire to continue to evaluate the policies that the BOT needs to see vs. ones they do not.

9. NEW BUSINESS

a. National Library Week Proclamation - Schild

President Schild read the proclamation for National Library Week out loud and then signed it.

b. Annual Update to Pay Plan – Leslie

Human Resources Director Leslie presented the annual update to the pay plan. This is an annual shifting of the pay range according to the labor market and does not change anyone's pay. ***There was a motion by Trustee Riles to approve the update. There was a second by Trustee Woods. The motion carried unanimously, 7 – 0.***

10. ANNOUNCEMENTS

a. Friends of the Library Update – *Robin Gard, FOL*

- There is an upcoming used book sale at Harmony Library April 11th – 14th

b. Library Trust Update – *Linda Hopkins & Peggy Reeves*

Linda Hopkins and Peggy Reeves gave the following presentation about the Library Trust:

1882 - a bit of history, the Fort Collins community established a Community Reading Room.

In the early 1900's - \$10,000 donation from Andrew Carnegie for Fort Collins Public Library at the Mathews Street site. Plus additional \$2,500

New City Library built in 1976 - Peterson Street site.

In April 1997 voters approved 2.3 million dollars to begin the land acquisition and design of a new library.

TOUGH ECONOMIC TIMES in the late 1990's Competitive funding and budget cuts to the Library. (Competition among the budgets within the City's Cultural and Recreational Services, i.e. Lincoln Center, sports, aquatics, museum etc.) Citizens wanted to financially support the Library, but not donate to the City's General Fund.

The Library Trust formed in 1999, with the necessary IRS 501(c)3 designation, approved in 2000, was then available to donors to provide Library support outside of City budgeting. The Trust has been leading donor support and fund raising for nearly 25 years.

In November 2006, 62% of the voters supported the formation of the Library District, including the property tax mil levy funding. The District will be 20 years old in 2026.

From Our Bylaws, as adopted September, 2008

TRUST VISION - The Trust facilitates the philanthropic dreams of those who desire to enhance the cultural, intellectual and literary life of the community through contributions to the library.

TRUST MISSION - The Trust Collaborates with the District Board, the Library District, Friends of the Library and donors to grow and manage funds to generate library programs, projects and services.

For the last 11 years, the Trust has been involved in providing support for the Library through the annual Colorado Gives Campaign, raising over \$131,000 with that effort.

In addition to Colorado Gives, the Trust has received more than \$113,000 from donors in the last 5 years. In 2023 alone, Colorado Gives and loyal donors together contributed nearly \$45,000, and the 2024 contributions to date are now over \$10,000.

The members of the Trust worked diligently on a capital campaign to supplement the expansion of the Old Town Library in 2012. The Trust raised funds for the “Old Town Library Enhancements”, including the Children’s Play and Learn Space, the Automated Sorting System for the Old Town Library, Library Park improvements, and (then) state-of-the-art technology tools and a Collaboration Meeting Room. Several donors met the threshold for naming opportunities. The total raised in that capital campaign was nearly \$750,000.

The Trust Board members work well with the staff of the Northern Colorado Community Foundation. With a stated goal of a million-dollar Endowment, on behalf of the Library, the Trust currently has funds held and invested by the Foundation totaling approximately \$810,000.

Current Trust Board Members: Joey Hoefler, President Meg Brown, Linda Hopkins, Mike Liggett, Dr. Bill Mygdal Cara Neth, Peggy Reeves, and Ryan Wedel.

The board thanked Ms. Hopkins and Ms. Reeves for the informative presentation and for all that the Trust does to support the libraries.

Trustee Radman introduced Trustee Woods to Ms. Hopkins and Ms. Reeves, explaining that Trustee Woods will be the new board liaison to the Library Trust.

c. Rich Harwood Video – Lapierre

Ms. Lapierre shared a short video featuring Rich Harwood, President and Founder of the Harwood Institute, author, speaker, and innovator who is coming to Poudre Libraries in late April. He is dedicated to transforming our public and political lives by supporting individuals, organizations, and communities in their quest to create change. She will send an invitation to the Board to his keynote that is happening on at 1 p.m. on April 25 at Old Town Library.

11. ADJOURNMENT

There being no other business before the board, President Schild moved to adjourn at 5:17 p.m.
Trustee Fudge seconded the motion. It passed 7 - 0.

Respectfully submitted,

Cynthia Langren
Recording Secretary

Randyn Heisserer-Miller
Secretary/Treasurer