

**Minutes of the Fort Collins Regional Library District  
Board of Trustees - Special Meeting**

**June 29, 2007  
9 a.m.**

**Poudre Fire Authority – Conference Room  
102 Remington Street**

**FOR REFERENCE:**

PRESIDENT:	Mary Robertson	217-9213
VICE PRESIDENT:	Mike Liggett	493-0361
LIBRARY DIRECTOR:	Brenda Carns	221-6670
ADMIN SUPPORT:	Cynthia Langren	221-6526

**BOARD MEMBERS PRESENT:**

Robin Gard  
Shelly Kalkowski  
Mary Robertson  
Bob Viscount

**ABSENT:**

Nina Bodenhamer  
John Knezovich  
Mike Liggett

**LIBRARY STAFF PRESENT:**

Brenda Carns  
Cynthia Langren

**OTHERS IN ATTENDANCE:**

Kim Seter, Attorney  
Jacqueline C. Murphy, Attorney  
Patricia Froehlich, Colorado State Library

**1. CALL TO ORDER**

The meeting was called to order by President/Trustee Robertson at 9:02 a.m.

**2. DECLARATION OF A QUORUM**

Trustee Robertson declared a quorum of the board.

**3. ADDITIONS TO THE AGENDA**

It was agreed that the regular meeting on July 2 would be rescheduled to July 23. Ms. Langren will poll the absent Board members to see if that date works for them and will send out a confirmation.

**4. EXECUTIVE SESSION**

*Upon motion by Trustee Kalkowski, seconded by Trustee Gard, and passed by two-thirds of the quorum present, the meeting was adjourned and reconvened in executive session for the sole purpose of discussing the Intergovernmental Agreement between and among the District, City, and County as authorized by Sections 24-6-401(4)(a), (e) and (f) of the Colorado Revised Statutes.*

*A motion was made to adjourn and exit the executive session by Trustee Viscount. Trustee Kalkowski seconded the motion at 10:12 a.m. All were in favor.*

**5. PRESENTATION BY PATRICIA FROEHLICH-COLORADO STATE LIBRARY**  
Ms. Froelich brought “**H**ands-**O**n **W**ork session **T**rustee **O**rientation” (HOW-TO) folders of information for each board member. Topics included in the presentation were:

- Intellectual Freedom and Libraries
- Governance Model for Library Boards and Directors: Roles and Responsibilities
- Mission Statement for Fort Collins Regional Library District (how to create one and mission statement examples)
- Public Library Association – Planning for Results

**6. ADJOURN**

*President Robertson adjourned the meeting at 1:02 p.m.*

Respectfully submitted,

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Cynthia Langren  
Executive Administrative Assistant

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Michelle S. Kalkowski  
Secretary