

**Minutes of the Poudre River Public Library District
Board of Trustees – Regular Meeting**

**April 14, 2014
4 p.m.**

Council Tree Library
2733 Council Tree Drive
Fort Collins, CO

FOR REFERENCE:

PRESIDENT:	John Frey	482-0212
VICE PRESIDENT:	Cara Neth	491-3759
EXECUTIVE DIRECTOR:	Holly Carroll	221-6670
ADMINISTRATIVE SUPPORT:	Cynthia Langren	221-6694

BOARD MEMBERS PRESENT:

Jennifer Birks
John Frey
Linda Gabel
Mike Liggett
Cara Neth
Amanda Quijano
Maddy Wawro

OTHERS IN ATTENDANCE:

Elizabeth Dauer, Legal Counsel
Annie Fox, FRCC

BOARD MEMBERS ABSENT:

DISTRICT STAFF PRESENT:

Jeff Barnes	Cynthia Langren
Jean Bosch	Currie Meyer
Holly Carroll	Rob Stansbury
Kristen Draper	Diane Tuccillo
Ken Draves	Paula Watson-Lakamp
Carol Gyger	
Vicky Hays	
Sue-Ellen Jones	

I. CALL TO ORDER

President Frey called the meeting to order at 4:07 p.m.

II. POEM READING

President Frey read a poem entitled: *The Children are Coming Slowly up the Stairs* by Thomas Hornsby Ferril.

III. AGENDA REVIEW

No changes.

IV. PUBLIC COMMENT

None.

V. APPROVAL OF MINUTES (March 10, 2014)

There was a motion by Trustee Wawro to approve the March 10, 2014 meeting minutes as presented. The motion was seconded by Trustee Birks and carried unanimously, 7 – 0.

VI. STAFF PRESENTATIONS

A. Teen Services by Diane Tuccillo and Sue-Ellen Jones

Ms. Tuccillo and Ms. Jones gave an overview of Teen Services via PowerPoint. They highlighted the recent conference they attended in Denver with a group of teens, the upcoming Battle of the Bards Poetry contest, and what the members of the Interesting Reader's Society are doing.

B. Website Redesign, Alpha Mock-ups by Carol Gyger

Ms. Gyger reported on the Website Redesign project. The objective is to create a patron-centered responsive web design that is engaging, easy to use and accessible to our customers and their devices. The alpha mock-up was shared with the board. Ms. Gyger welcomes questions, comments and suggestions. Phase 2, Beta site, will include soliciting feedback from a wider audience.

C. One Book 4 Colorado by Vicky Hays

Ms. Hays has been busy with this year's One Book 4 Colorado project which is a free book distribution to all 4-year-olds. This year, Senator Kefalas read the chosen book, *Grumpy Bird*, in both English and Spanish to a large audience at Old Town Library.

Other special events to enhance the project were: incubating eggs and hatching the chicks inside the library and having a special event in the library with live raptors.

Ms. Hays distributed copies of the book to the board.

VII. REPORTS

A. DIRECTOR'S REPORT (March 2014)

The March 2014 written report was accepted as presented. In addition, Executive Director Carroll reported that:

- There is one extra ticket to the Jim Collins event on Wednesday, April 16. Please let Executive Director Carroll know if you are interested in attending. (As reported last month, the District is sponsoring a Chamber of Commerce event on April 16 from 9:30 – noon at the Lincoln Center. Acclaimed business author, Jim Collins, will discuss his new book *Great by Choice*. As part of the sponsorship, the District was allotted 10 tickets.)

- The District was awarded Platinum status for ClimateWise. Ms. Carroll will report more on this next month.
- The District was awarded its first grant this year. It was from the Poudre Heritage Alliance and the funds are earmarked for the “Cool off at Your Library” program to be held during Poudre School District’s early release weeks in August.

B. COMMITTEE REPORTS

1. Finance Committee
No report.
2. Human Resources Committee
No report.
3. Policy Committee
No report.
4. Nominating and Board Development Committee
No report.

C. FINANCIAL REPORT

Mr. Barnes presented the March 2014 Financial Report to the board. The report was accepted as presented.

D. LEGAL REPORT

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

XI. UNFINISHED BUSINESS

A. Library Park Landscape Update – *Carroll*

Executive Director Carroll reported that there is little to update the board on this month. The lights on the stage have been installed and a walk-through still needs to be conducted. The project should be complete in May when the final landscaping can be finished.

Deputy Director Draves added that the Old Town Library HVAC issues have finally been addressed including the issue of excess noise from the system in the community room.

B. Library Trust Fundraising Update - *Neth*

Vice President Neth reported that the Trust has been planning and discussing the future of fundraising for the libraries, including how to build the endowment as well as expendable funds to help support what the library is doing.

The Trust plans to compile a joint calendar that would include the District, Friends of the Library, and the Library Trust in terms of mailings, events and activities. The intent of

the calendar is to be able to easily see who is doing what and to avoid duplications or conflicting mailings and/or events between the three organizations.

Another project underway is dubbed the “Library Lovers” mailing list – this is a list of folks who are big supporters of the library and is another project that the Trust would like to do in collaboration with the District and the Friends. This list would consist of names of people that could be called on to possibly help during campaigns and other events where library supporters are needed.

Lastly, there will be a donor event on Sunday, June 1 in the evening. This event will be to formally recognize the donors to the first campaign. More information to come, but in the meantime, please mark your calendars for this date.

C. Webster House Lease Extension – Frey

President Frey noted that the lease extension was included in the packets for the board’s information. A payment has been made which reduces the ultimate purchase price and is the interim payment for another years’ lease. This extends the District’s option to purchase that one-third until August. We can either pay that amount again to extend to 2017 or we can exercise our that option to not do that.

Ms. Dauer added that the board may want to start thinking soon about whether it wants to go into another extension again next year or go ahead and purchase it at the lower price. She suggested it is a good idea to start thinking about it and wrapping up this business sooner rather than later.

IX. NEW BUSINESS

None

X. INFORMATION AND ANNOUNCEMENTS

A. Board Retreat Reminder - Frey

The retreat is scheduled for April 25 at Primrose Studio.

Tentative schedule:

- 8:30 - 9 a.m. continental breakfast
- 9 a.m. – 1 p.m. (hard stop at 1:15 since reservation ends at 1:30 and clean up time will be needed)
- No facilitator
- Possible topics:
 - Budget
 - Adding a consent agenda to the meetings
 - Board Committees - structure
 - Improving relationships with entities outside of Fort Collins but within the District i.e. Poudre School District (suggested by Trustee Quijano)
 - Review Mission & Vision and Strategic Plan
 - *If you have an item to suggest for the agenda, please let President Frey know.*

B. 2013 PRPLD Annual Report (Handout)

The report was distributed.

XI. TRUSTEE REPORTS AND COMMUNICATION

- Trustee Liggett:
 - Enjoyed stopping by Old Town Library to see the chicks
 - It's National Poetry Month so lots of events to look forward to:
 - April 22 Camille Dungy plus others will read at The Forge in conjunction with Old Firehouse Bookshop at 7 p.m.
 - April 24 in the north ballroom at the CSU Student Center, Robert Hass and his wife, Brenda Hillman, will read
 - April 25, come to Harmony for Battle of the Bards at 6:30 p.m.
- Trustee Gabel

Excellent job on the PRPLD Annual Report. It tells me exactly what I want to be able to tell others about the District. Thank you!

XII. ADJOURNMENT

Trustee Gabel moved to adjourn the meeting at 5:25 p.m. Vice President Neth seconded the motion. It carried unanimously, 7 – 0.

Respectfully submitted,

Jennifer Birks, Secretary

Cynthia Langren, Recording Secretary