

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

**May 12, 2014
4 p.m.**

Old Town Library
201 Peterson Street
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
Cara Neth
Amanda Quijano
Maddy Wawro

OTHERS IN ATTENDANCE:

Elizabeth Dauer, Legal Counsel
Kim Seter, Legal Counsel
Annie Fox, FRCC

BOARD MEMBERS ABSENT:

Mike Liggett (excused)

DISTRICT STAFF PRESENT:

Tova Aragon	Vicky Hays
Jeff Barnes	Cynthia Langren
Jean Bosch	Rob Stansbury
Holly Bucks	Johanna Ulloa
Holly Carroll	Paula Watson-Lakamp
Ken Draves	Jennifer Zachman

I. CALL TO ORDER

President Frey called the meeting to order at 4:04 p.m.

II. POEM READING

President Frey read a poem entitled: *The Peace of Wild Things* by Wendell Berry.

III. AGENDA REVIEW

No changes.

IV. STAFF PRESENTATIONS

a. 2014 Summer Reading Program – Jennifer Zachman

Ms. Zachman gave a presentation with highlights of the 2014 program. The theme will be STREAM (Science, Technology, Reading, Engineering, Art & Math) into summer and will feature many such related programs and events for all ages. The program begins June 1. Readers will be required to read/log 10 hours to earn a prize. Once again, there will be a photo contest and special prizes. And, for readers who log 100 hours or more, they will be invited to a special party in August.

b. 2014 Imaginantes – Johanna Ulloa

Ms. Ulloa presented highlights of the 2014 program. She gave an overview of the Imaginantes program, who can apply, and what the teens will learn during the program which runs from June 9 – 14. Breakfast, lunch and snacks are provided through the Food Bank. Artists who will be participating in the program are: Salvador Duran, DJ Manolis, Daniel Kipok, and Kathryn Mostow. Partners include the Museum of Discovery and the Family Center.

V. PUBLIC COMMENT

None.

VI. CONSENT AGENDA

a. Consideration and Approval of the Minutes of the April 14, 2014 Regular Board meeting
Approved by consent.

b. Consideration and Approval of the April 2014 Director's Report

Executive Director Carroll updated the board on the regional Tax Increment Financing study in which she has been participating along with various directors of the taxing entities. Legislation was passed last Wednesday in the General Assembly called the Urban Renewal Fairness Act. It's awaiting the Governor's signature. The bill would allow County Commissioners to appoint a member to a URA. The bill also specifies that excess revenue be collected by the URA and deposited into a special fund to be repaid to local taxing authorities pro rata; this might include sales tax. Finally, the bill calls for a study of the impacts of the use TIF. The study is being conducted by CSU and CU and is to be concluded by December 2014.

Approved.

c. Consideration and Approval of the April 2014 Financial Report
Approved by consent.

d. Consideration and Approval of the April 2014 Legal Status Report

Mr. Seter updated the board with more details regarding the Johnstown v. High Plains Library District case. Counsel is analyzing the impacts of the Court of Appeals' decision and Ms. Dauer will distribute a memo on the state of the law in this area and providing best practices in light of the ruling.

Approved.

VII. UNFINISHED BUSINESS

a. Friends of the Library Update - Birks

Trustee Birks reported that as mentioned in the Director's Report, per the City of Fort Collins, the Friends' sorting space (on Mountain Avenue) will no longer be available to the Friends and they will need to vacate the building by November 2014. Fortunately, the Friends will be able to get through the next two scheduled book sales before then.

If anyone has any ideas for where the Friends can lease space inexpensively, contact Robin Gard, President of the FOL. Executive Director Carroll will continue to work with the City to see if there are any other possible spaces.

Carroll will also provide the current square footage numbers to the board as it will help in knowing what to look for in terms of space needs.

b. Library Park Landscape - Final Report – Carroll & Draves

The punch list walk-through of Library Park improvements was conducted on April 30. The project is complete except for some spring landscape plantings and sod replacement. The final payment, minus retainage, has been made.

Library District staff met with Parks and Recreation staff to review the maintenance agreement. It was decided that the City will accept reservations for use of the stage and will charge fees for outside groups that are not partnering with the library for programming.

c. Council Tree Modifications Update – Draves

Deputy Director Draves explained that now that CTL is five-years old, most of the design elements of this branch have stood the test of time and heavy use. However, as with most projects, there are some areas that have proved less than optimal.

The Library District is working with Aller-Lingle Massey architects to explore three areas to modify:

- 1) Remove the immobile circulation desk and replace it with mobile circulation units.
- 2) Address some of the physical elements in the children's area that impede free flow of library users and contribute to bottlenecks during busy times.
- 3) Include an office for the manager of the library using one of the study rooms.

Trustee Quijano suggested that staff document these issues and keep them in mind when planning for future library spaces.

d. Library Trust Fundraising Update – Neth

Vice President Neth reported that at the last Trust meeting, the group started discussions about building the endowment and developing policies for its purpose and procedures. There is a committee that will work on developing all those pieces.

The Trust is currently making preparations for the big donor recognition event on June 1. Board members will soon receive an invitation. Vice President Neth noted that this event is also viewed as a start to a more consistent donor recognition that the Trust hopes to have from this point forward.

Another topic of discussion is the Building on Basics (BOB) funds and what it means for the district since it will sunset in 2015. There is a strong recommendation from a former trustee to go back to the voters in November 2015.

VIII. NEW BUSINESS

a. Pilot – No Extended Use Fee on Picture Books (ACTION ITEM) - Carroll

Executive Director Carroll explained that she is asking for board approval of a six-month pilot program to eliminate extended use fees (fines) on children's picture books to encourage greater use of these items in support of the Library District's early literacy efforts.

This is a topic that many, many libraries are currently discussing. Research shows that extended use fees on picture books are truly a disincentive. It shows that fines on books may keep children/families from using the library becoming a barrier to checking out books.

This pilot project will provide an opportunity to monitor borrowing of one item type to test if extended use fees are indeed a barrier to library use. The library can easily compare circulation statistics over the six-month period to identify an increase in borrowing.

Elimination of extended use fees on picture books for a six-month period is estimated to decrease fines by \$7,500. Staff will conduct a survey of parents after the pilot to see if it is worth continuing or not.

Trustee Gabel moved to approve eliminating extended-use fees for picture books for a six-month period effective June 1, 2014. There was a second by Trustee Quijano. The motion carried unanimously, 6 - 0.

IX. INFORMATION AND ANNOUNCEMENTS

Executive Director Carroll offered the board sponsor tickets to attend the presentation by author Khaled Hosseini at the Marriott on June 9 noting that this would be right after the board meeting.

X. ADJOURNMENT

Trustee Gabel moved to adjourn the meeting at 5:13 p.m. Trustee Wawro seconded the motion. It carried unanimously, 6 – 0.

Respectfully submitted,

Jennifer Birks, Secretary

Cynthia Langren, Recording Secretary