

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

**June 9, 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
Linda Gabel
Mike Liggett
Cara Neth
Amanda Quijano
Maddy Wawro

OTHERS IN ATTENDANCE:

Elizabeth Dauer, Legal Counsel
Annie Fox, FRCC
Ms. Mirandette

BOARD MEMBERS ABSENT:

John Frey (excused)

DISTRICT STAFF PRESENT:

Tova Aragon	Cynthia Langren
Jeff Barnes	Louise Mosnik
Jean Bosch	Currie Meyer
Holly Bucks	Rob Stansbury
Holly Carroll	Johanna Ulloa
Ken Draves	Victor Zuniga
Carol Gyger	

I. CALL TO ORDER

Vice President Neth called the meeting to order at 4:02 p.m.

II. POEM READING

Vice President Neth read a poem entitled: *When I Think About Myself* by the late Maya Angelou.

III. AGENDA REVIEW

No changes.

IV. STAFF PRESENTATIONS

a. **Sister Library (San Juan Del Sur Biblioteca) Update – Victor Zuniga and Johanna Ulloa**

Mr. Zuniga and Ms. Ulloa gave a slideshow presentation that highlighted the progress and work that has gone into getting the sister library up and running. Everything has gone smoothly and the city of San Juan del Sur is so grateful to have a new facility with up-to-date technology.

Ms. Mirandette thanked the board for its support of this partnership and expressed how much it means to the people there. She distributed to everyone present small knickknacks and whistles (in the shape of various animals as well as some pots) hand painted in Nicaragua as a token of gratitude.

b. **Green Team Update – Louise Mosnik**

Ms. Mosnik gave a presentation highlighting the successes of the team, which included achieving platinum level certification as a ClimateWise partner. She shared statistics and the various ways that employees of the District are learning about and making greener choices on an everyday basis.

V. PUBLIC COMMENT

Eric Sutherland addressed the board regarding the Tabor law and use of TIFs as an economic development tool. He expressed his opinion that the Board should write a letter to County Assessor Steve Miller as his office is responsible for calculating the tax. He added that any diversion of this money is a violation of the Constitution.

VI. CONSENT AGENDA

a. **Consideration and Approval of the Minutes of the May 12, 2014 Regular Board meeting**
Approved.

b. **Consideration and Approval of the May 2014 Director's Report**
Approved.

c. **Consideration and Approval of the May 2014 Financial Report**
Approved.

d. **Consideration and Approval of the May 2014 Legal Status Report**
Approved.

VII. REPORTS

a. **Library Trust Fundraising Update – Neth**

Vice President Neth expressed her thanks to those who attended the donor recognition event on June 1. She reported that currently the Trust is considering how to recognize donors in the future. The Trust will also be meeting with the Community Foundation to glean ideas from them on how to better manage its funds.

b. **Friends of the Library Update – Birks**

No Report.

c. Follow-up from Board Retreat – Carroll

Executive Director Carroll reported that she met with Claire Thomas with Slate Marketing Company and discussed some thoughts for the Needs Assessment. She would like to bring a Scope of Services to the board and it can be decided later if an RFP is needed.

d. HR Core Services Meeting

Executive Director Carroll explained that the meeting with the City's Human Resources staff is scheduled for tomorrow. She plans to inform them that the Library District wants to administer its own policies and have a discussion with them about what services to keep and what to terminate. One thing for certain is that the benefits piece will not change at all. She added that per the IGA with the City, the Library District must inform the City by August 1, specifying which City services it intends to continue to purchase in 2015. Vice President Neth noted that President Frey indicated he would like to hold a work session on this topic at some point.

In the meantime, Joseph, Mountain State Employers Council, compiled a basic policy manual, giving us a place to start. Executive Director Carroll and Deputy Director Draves will now review it and decide what additional policy statements need to be added.

VIII. UNFINISHED BUSINESS

a. Regional TIF Urban Renewal Study, Purpose & Goals Statement - Carroll

Executive Director Carroll reported that she has been attending meetings of the TIF committee since February 2014 and that the ultimate goal of the committee is to have some formal agreements. She sees some benefit, in the long run, that the library would be part of the discussions for future Urban Renewal projects. She referred to the document: *Regional Urban Renewal TIF Study Purpose and Goals Statements DRAFT 5* included in the board packets noting that it is likely to change once it reaches the governing boards. Ms. Carroll asked for board approval to proceed and continue attending the TIF meetings to stay involved. Vice President Neth noted that after discussing the document with Ms. Carroll and President Frey, it was felt it wasn't appropriate to vote on the draft document since it is far from final. She asked if anyone had any comments to share with Ms. Carroll.

Trustee Liggett felt that Mr. Sutherland made a good point tonight and suggested that from his perspective, he feels that Ms. Carroll's position in these TIF meetings should be one that advocates for dollars to go to the Library and its users. The citizens' tax money supports the District so she should argue strongly that it needs those dollars. The board expressed approval for Ms. Carroll to continue attending the TIF meetings and to advocate for the district.

IX. NEW BUSINESS

a. Acceptance of 2013 Audit Report – Comprehensive Annual Financial Report - Barnes

Mr. Barnes reviewed the audit report with the board and explained that there were no exceptions from the auditors.

Trustee Liggett noted that at some point, the board should have a discussion about exploring the need for a variance policy. Ms. Carroll said that if the district receives more gift money that would be used as operating expenses, then staff can look at a variance; determine at what point the board would like staff to amend the budget.

Trustee Liggett moved to accept the 2013 Audit Report as presented. There was a second by Trustee Birks. The motion carried unanimously, 6 - 0.

X. INFORMATION AND ANNOUNCEMENTS

Executive Director Carroll was notified by Fort Collins City Manager Darin Atteberry that a Fort Collins resident recently passed away and left a bequest of \$300,000 to the Library District. When the District receives the money there will need to be an amendment to the budget.

Executive Director Carroll informed the board that the program they learned about last month, Imaginantes, has begun. The finale is on Saturday, June 14 and everyone is invited to attend this wonderful event. Please RSVP to either Ms. Langren or Ms. Carroll.

XI. ADJOURNMENT

Trustee Gabel moved to adjourn the meeting at 5:27 p.m. Trustee Wawro seconded the motion. It carried unanimously, 6 – 0.

Respectfully submitted,

Jennifer Birks, Secretary

Cynthia Langren, Recording Secretary