

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

**March 8, 2021  
4 p.m.**

Conducted Virtually via Zoom

PRESIDENT:	Becki Schulz	556-9499
VICE PRESIDENT:	Fred Colby	858-414-5635
EXECUTIVE DIRECTOR:	David Slivken	221-6670
ADMINISTRATIVE SUPPORT:	Cynthia Langren	221-6694

**BOARD MEMBERS PRESENT:**

Fred Colby  
Amanda Quijano  
Corey Radman  
Jeremy Rose  
Matt Schild  
Becki Schulz  
Joe Wise

**OTHERS IN ATTENDANCE:**

Cam Richards, Legal Counsel  
Molly Thompson, FRCC  
Jennifer Muller  
Mandy & Melissa

**DISTRICT STAFF PRESENT:**

Tova Aragon            Eileen McCluskey  
Katie Auman            Currie Meyer  
Elaine Burritt           David Slivken  
Ken Draves              Rob Stansbury  
Amy Holzworth        Sabrina Stromnes  
Angela Kettle           Rachel Tand  
Cynthia Langren        Matthew West  
Victor Zuniga

**I. CALL TO ORDER**

President Schulz called the meeting to order at 4:00 p.m. and declared a quorum of the board present.

**II. AGENDA REVIEW**

No changes were made.

**III. PUBLIC COMMENT**

None

**IV. APPROVAL OF MINUTES –February 8, 2021 Regular Meeting Minutes**

***There was a motion by Trustee Rose to approve the minutes as presented. The motion was seconded by Trustee Schild and it carried unanimously, 7 – 0.***

**V. REPORTS**

**a. Director’s Report – *Slivken***

Executive Director Slivken highlighted a couple of items included in the written report. He also briefly talked about the pool of excellent candidates there are for the vacant trustee position. Interviews will be held in late March/early April so the new member can join the group at the Annual meeting held on April 12. The report was accepted as presented.

**b. Financial Report –*Tand***

Finance Director Tand presented the monthly financial report and it was accepted as presented.

**c. Legal Status Report – *Richards***

Mr. Richards had nothing to add to the written report.

**d. Business and Non-Profit Resources – *Burritt & West***

The Nonprofit Services Librarian, Elaine Burritt, described how she serves the local nonprofit community by assisting with their information needs by researching and providing relevant and useful library resources to nonprofit clients. Primary Services include individual appointments with nonprofit clients; resource packet for nonprofit start-ups; grant writing consultations with clients; comprehensive search for appropriate grants/funders through various sources, with heavy use of *Foundation Directory Online*; maintain and update Nonprofit Resources page on [www.poudrelibraries.org](http://www.poudrelibraries.org)

The Business Librarian, Matthew West, described the nature of his job which is serving our business community through research, data, partnerships, consultations, and expertise.

**VI. UNFINISHED BUSINESS**

**a. Outputs and Outcomes Discussion - *Slivken***

Executive Director Slivken referred to the document in the packet regarding outputs. He attached a spreadsheet that was derived from the Colorado State Library’s Library Research Service. It includes data on:

- ***Total Circulation for each year***
- ***Visits per capita***
- ***Circulation per capita***
- ***Registration as a % of population***

The board had a brief discussion and Trustee Wise asked that this continues to be on the radar in the future.

**b. Board of Trustees – Nominating Committee – *Schulz***

President Schulz read the proposed slate of officers as follows:

President	- Colby
Vice President	- Schild
Secretary/Treasurer	- Radman

The board will officially elect a new slate at the April Annual meeting.

**VII. NEW BUSINESS**

**a. Revised Social Media Policy, 1<sup>st</sup> Reading – *Slivken & Auman***

Communications Manager Auman shared the proposed policy with the board. She explained it needed to be rewritten as the social media landscape has changed dramatically in the last 10 years. She went over the policy and explained the reasoning for the wording she used. The feedback from the board was positive. Ms. Auman will bring the policy to the board for approval next month.

**VIII. ANNOUNCEMENTS**

**a. Friends of the Library Update - *Wise***

Trustee Wise reported that:

- The April book sale will be grab-n-go style at Harmony in the south parking lot
- There might be an outdoor sale in July at Old Town Library
- There's a possibility they will hold a late fall book sale
- Question for the Library District - the used book sales from the Old Town Library nook and Harmony have been high in the past. If the sales resume, and now that FOL is cashless, could the self-check terminals be used for payment? Maybe one could be placed right by the nook. If the Library District can help with that, FOL would greatly appreciate it. Mr. Slivken said he would ask IT Manager Mark Huber about this.

**b. Library Trust Update – *Radman***

Trustee Radman reported that the Trust finalized its 2021 budget. They were able to move excess funds into a savings account.

**IX. EXECUTIVE SESSION**

President Schultz called for an executive session pursuant to Section 24-6-402(4)(b) and (f), C.R.S., for the Board to receive legal advice from the District attorney concerning protection personnel matters and to discuss personnel matters. Upon announcement and by motion duly made, seconded, and by unanimous vote, the Board entered executive session at 5:17 p.m.

At 6:00 p.m. the Board of Trustees reconvened in public session. President Schultz announced the Board had been in Executive Session pursuant to §24-6-402(4)(b) and (f), C.R.S., for the Board receive legal advice from the District attorney concerning protection personnel matters and to discuss personnel matters. The Board acknowledged that it did not take formal action, nor did it adopt any policy, position, rule, or regulation while in executive session.

**X. ADJOURNMENT**

***There being no further business to come before the Board, upon motion made, seconded and unanimously carried the meeting adjourned at 6:01 p.m.***

Respectfully submitted,

*Cynthia Langren*

Cynthia Langren  
Recording Secretary

Matt Schild  
Secretary-Treasurer