

**Library Board Meeting Minutes
February 21, 2019**

Present: Richard Ball, City Council Liaison; Kathy Cisar, Friends of the Loveland Public Library; Sandy Darby; Cyndi Gueswel; Treva Heiser; Susan Kadlec; Diane Lapierre, Library Director; Dennis McClatchey; Kandi Smith; Therese Torpy, Recording Secretary; M.J. Willard; Sarah Wolfe, Caitlin Wyrick.

1.0 Call to Order – Called to order at 4:56 p.m. by Sandy Darby.

2.0 Introduction of Visitors / Monthly Program

2.1 Boards and Commission Survey Results, Steve Adams, City Manager – City Council requested that Steve Adams visit every City Board and Commission to discuss roles and duties of members, how members felt about their expectations and give each member an opportunity to voluntarily take a confidential survey. The purpose of Steve's visit today was to review the results of the last survey taken by Library Board Members. Since only four members responded to the last survey and we have some new members, Steve will have his assistant send the survey to the members that didn't respond and to the new members. He will come back to discuss the results and to allow members to provide additional comments in person. This is a chance to align directions with work that is going on and what existing directive is documented.

3.0 Approval of December 2018 Minutes – Treva Heiser motioned to approve the minutes as written. Susan Kadlec seconded the motion. All voted in favor of approval.

4.0 Library Director's Report

4.1 Monthly Reports, December 2018 & January 2019 – The reports highlight our partnerships, look at 2018 year end activities and give a good look at what's ahead for 2019. Diane Lapierre distributed an article from today's issue of the Reporter Herald on Black History Month including our displays, films and discussion series.

4.2 Update on Citizen Task Force for Community Improvement Program – More than 30 members of the CTF met last night. Diane Lapierre and co-chair Mark Jackson, Director of Public Works, reviewed the list of projects and discussed the community engagement portion which is the next step in the process to get a measure on the ballot for a half cent sales tax increase to fund capital projects. Registered voters in Loveland will receive a letter describing the potential ballot measure. The letter will be followed up with a brochure describing the list of projects in more detail. Following that, a survey will be mailed out. Following the survey, a professional poll will be conducted via telephone. These efforts are to determine how community members feel about the proposed projects and measure their level of support or non-support for these specific capital projects. Following the poll, the CTF will reconvene in May and start attending community events, service club meetings, etc. to share information on the projects and gather feedback. The CTF will then deliberate on the information gathered, review the poll results and make a recommendation to City Council. Council then determines the ballot language if moving forward to get this item prepared for voters to decide. Kandi Smith asked how the current efforts are being funded. The City is paying for the consultants, pollsters, etc. If the efforts move forward, a supplemental budget request will be submitted. Caitlin Wyrick added that last night's meeting was very collaborative as the team brainstormed events to spread the word. There have been some misconceptions posted to social media and those are being addressed as they are noticed by Task Force members.

Other: Construction has begun at the Library to accommodate the installation of our new automated material handler. The new machine will arrive on Monday and should be up and running by the middle or end of next week. Staff are working very hard considering all the temporary changes made to accommodate construction. Patrons have also been patient and understanding. The next phase of construction will be to move the large donor wall back so an interior book drop can be installed and connected to the automated material handler.

5.0 Old Business

None

6.0 New Business

6.1 Election of Officers:

- Chairperson: Treva Heiser motioned to elect Sandy Darby Chairperson. Susan Kadlec seconded the motion. All voted in favor.
- Vice Chairperson: Kandi Smith motioned to elect Cyndi Gueswel Vice-Chairperson. Susan Kadlec seconded the motion. All voted in favor.
- Secretary: It was agreed by all that the Vice-Chairperson could act as Secretary if and when the need arose so no separate election was made for Board Secretary.

6.2 Nominations for Subcommittee Members:

- Art Selection Committee will remain the same with Susan Kadlec and MJ Willard as Board Reps.
- Investment Review Committee members will be Susan Kadlec, Dennis McClatchey and Caitlin Wyrick.
- Advocacy Committee members will be Cyndi Gueswel, Treva Heiser, Dennis McClatchey, Kandi Smith and Caitlin Wyrick.

6.3 Endorsement of Loveland Poet Laureate – Diane Lapiere and Susan Ison, Director of Cultural Services, along with other City staffers met and discussed the benefits of having a Poet Laureate for Loveland. This would be an honorary position, not a paid position. Other area communities have Poet Laureates who serve as active advocates for poetry, literacy and literature. Poet Laureates commonly promote the art form through live poetry readings, workshops, contests and community events. Diane asked the Board to lend their endorsement as this position helps raise the profile of the library through outreach, education, interesting presentations, etc. The state of Colorado has a Poet Laureate so established criteria already exists for this type of position. MJ Willard motioned to endorse a Loveland Poet Laureate. Kandi Smith seconded the motion. All members voted in favor.

6.4 Meeting Dates and Times for Remainder of 2019 – We reviewed the schedule of 5:00 p.m. Board meetings on the 3rd Thursday of each month and all agreed the current schedule works well and we will continue as planned.

7.0 Reports

7.1 Statistical Report – We reviewed the annual stats for 2018 as well as year to date stats. Downloadables and print are trending up. It was noted that this is good information for the Advocacy Committee to use.

7.2 Friends of the Library – Kathy Cisar will be attending our meetings every other month (trading with Harry Love) to update us on activities the Friends are involved in. Approximately 115 members of the FOLPL attended the annual meeting in January. A new Board was elected at the annual meeting. The February meeting was cancelled due to a snowstorm. Kathy and Gary Rozem are the volunteer coordinators for the book sales. They are busy preparing for the April 18-20 Spring Book Sale and would welcome additional volunteers.

7.3 Art Selection Committee – Susan Kadlec and MJ Willard reported the installation in January was fun and the art has been well received. There was an issue with the size of some pieces of art but it all worked out fine. The next new installation will be in April.

7.4 Loveland Loves to Read – Treva Heiser reports two books were chosen for the One Book One Community event *A Ditch in Time* by Patricia Limerick, a history of the Denver Water Board, along with *The Water Knife* by Paolo Bacigalupi. The committee is working with the North Colorado Water Conservancy District in Berthoud exploring the potential offering of bus tours as an extra program during the LLR event. The Book Discussion Group will read both books in August.

8.0 Adjournment – Treva Heiser motioned to adjourn at 6:27 p.m. Cyndi Gueswel seconded the motion. All voted in favor of adjournment.

Respectfully submitted,
Therese Torpy

/s/ Sandy Darby, Chair