



Nederland Community Library District Board of Trustees Meeting Minutes

10/28/15

The meeting was called to order at 7:03.

ROLL CALL

Present:

Library District Board Members: Andrea Begin, Emily Fidelman, Karen Fletcher, Cokey Stapleton

Library Director: Jay Mann

Absent: John Adler, Dani Dillon, Jim Elder

PUBLIC COMMENT

Teresa Keller and Dennis Duckett gave a well-researched presentation on sustainable construction of community gardens with concern for the preservation of riparian zones, which function as filters for waterways. Teresa has had experience in the Peace Corps using the concept of brigada to create gardens that are both ecologically sustainable and cost-efficient, and which could be funded by a combination of grants and affordable membership fees. They also presented several designs for gardens and greenhouses that would be sustainable in arid, cold regions at altitude. They would like to see library support, as NCL moves forward with land planning and support for community gardening, for the concepts they presented and for campaigning to create community gardens around those concepts.

MINUTES

Cokey moved to approve the August 2015 minutes. Karen seconded, and the motion passed unanimously.

Cokey moved to approve the September 2015 minutes. Karen seconded, and the motion passed unanimously.



REPORTS

Library Director's Report:

Jay submitted the following written report:

Building

On 10-22 Kris from M Tech and a balancer were here. They were able to balance the hydronics system (it includes the hot water that goes to both the radiant floors and to the air handlers). But they were not able to balance the air side of our system because our building controls aren't currently working / calibrated properly. They measured the actual flow rates / air volumes in our system and our online controls reported volumes that were significantly different.

On 10-20 Ed Welch (one of the co-owners of Control Solutions who installed / revised our building controls) decided to turn over oversight of the repairs to co-owner Bret Roberts. In an email on 10-24 Bret said that "I have been working on making sense of the sequence of operations and rewriting it into an accurate

form. During this process I am also verifying the control programming. My intent is to clear up the sequence and programming as much as possible and send it over to Bob for review."

Bob Barrett is nearing the end of his approved contract amount and will likely need to have an extension in order to see the building repairs out.

We replaced the sensor faucets in both public restrooms with manual facets. Both are the same age as the building and started to fail within a few weeks of each other.

Land

Chris Maurer received and cashed a check that paid the balance on the land - \$9,000. I am following up with the Boulder County Clerk and Trustee's office to see where we are in the process of transferring the deed.

Jim McVey – who with his partner maintained the raised garden beds this summer – submitted a proposal for the land.

Financial

The potential donor called when I was out; he left a message saying that they "will be in touch."



Fitch Rating - Every couple years they reevaluate our General Obligation Bond Rating. Andrea and I answered a series of their questions.

Community Survey

The Town Clerk sent me the list of addresses for the people that live within the library's service area. I've also received a price for including a flyer in the Mountain Ear paper.

Children's Programming

We had our first Minecraft event on the morning of Saturday the 17th. Attendance was light so we are looking at having the next event at a different time. We restarted the chess club – and now include board games – on Thursday afternoons. Those have been well attended.

Foundation

The Foundation is looking at partnering with the Mountain MidLife Group for a Valentine's Day event rather than a preholiday wine tasting.

Outreach

The elementary school sent home library card applications – one with each student. But they were not able to send announcements about our new clubs. Jeff suggested that I contact the PTA; when I did they said that they are not able to announce library events in their newsletter.

Programming

Kay Turnbaugh and Lee Tillotson gave a talk on their latest book, Rocky Mountain National Park – Dining Room Girl on October 15th. I attended a workshop at the Estes Valley Library on Financial Literacy. They gave me the materials necessary to teach a six part workshop.

Staff

We interviewed three people for the Tech Coordinator Position. We hired one of our teen volunteers to be a teen assistant (paid) and a new teen volunteer started this month. Currently we are still short two desk volunteers (out of ten total).

November Board Meeting

We need to pick a date for the November meeting.



The Board reviewed Jim McVey's proposal for the use of the land acquired in 2012. It was decided that a decision should be postponed until there is more community input and Board discussion.

Given that the use of newly acquired land hasn't yet been decided and due to time constraints, a Halloween party discussed at the previous meeting will not be held.

Jay's recommendation that the Minecraft program be scheduled for 4:30-6:30 on Saturdays rather than Saturday mornings, due to light attendance in the morning, was supported by the Board.

President's Report:

None.

Vice President's Report:

No written report.

Treasurer's Report:

Andrea submitted the following written report:

1. As of September 30, 2015, we have approximately \$12,642 in our checking account. We have approximately \$203,481 in our Savings account, \$10,000 in our long term maintenance fund and \$82,390 in our Reserve Fund. Our Capital Fund Accounts have approximately \$50,146.

2. Income in September 2015 was approximately \$2932 from Boulder County, and approximately \$174 from copy/petty cash/fees/interest. Total Income for September 2015 = \$3106.



3. September 2015 expenses totaled \$30,434. Of that, \$10,510 was for payroll, \$1272 for books and materials, of which \$1184 was for book purchase, \$1285 was for maintenance, of which \$912 was for janitorial, \$3000 was for audit, \$9000 was for the final purchase of the land, and \$2084 was for furniture.

4. We will discuss the budget ideas tonight. A first draft is available to the public. Jay and I will be finalizing the budget in the beginning of December so that we can vote on the budget in our December meeting. Please review the budget for tonight's discussion.

Library Board Liaison's Report

None.

NEW BUSINESS

The Board discussed the timeline for approval of the 2016 budget. Revisions may need to be made based on property values as they appear in December. Andrea explained approaches to using carryover funds for long term maintenance and land development, as there may be overlap in these areas. Karen asked if there needed to be an additional category for funds for community surveys, focus groups, etc., and Andrea explained that existing categories could easily be adjusted if necessary.

Jay and Andrea explained the Fitch rating as a measure of general fiscal health. Library bonds are checked for their value.

Emily moved to approve a rate of \$20/hour for a 20 hour week during a three month evaluation period of the new technology support position for which Jay has conducted a search and selected a candidate. Andrea seconded and the motion passed unanimously.

OLD BUSINESS

Emily moved to approve \$5000 for an extension to Bob Barrett's contract to complete his assistance with heating system issues. Cokey seconded and the motion passed unanimously.

OTHER BUSINESS



Andrea moved to increase reimbursement for health benefits for the Director to \$200 after tax. Emily seconded and the motion passed unanimously.

Cokey presented research on policies for use and applications of 3-D printers in libraries. Considerations may include what software would be compatible with a given printer model, whether there should be a charge for materials, and if print jobs should be filtered through staff to prevent printing of dangerous or otherwise prohibited materials.

ADJOURNMENT

Emily moved to adjourn at 8:45. Karen seconded, and the motion passed unanimously.

There will be no regular meeting scheduled during November due to the Thanksgiving holiday. The next public meeting will be held December 9, 2015 at 7 pm.