



Nederland Community Library District Board of Trustees Meeting Minutes

9/23/15

The meeting was called to order at 7:20, following a Trustee training with a representative from the Colorado State Library.

ROLL CALL

Present:

Library District Board Members: John Adler, Andrea Begin, Dani Dillon, Emily Fidelman, Karen Fletcher, Cokey Stapleton

Library Director: Jay Mann

Absent: Jim Elder

PUBLIC COMMENT

None.

MINUTES

August minutes approval deferred to next month due to file transmission error.

REPORTS

Library Director's Report:

Jay submitted the following written report:

Building

The system's controls (thermostat) are working better. They have done some initial balancing and put in installation around the pipes in the boiler room. Primary tasks still



to be done – complete the balancing process and test the radiant floors by using a thermal camera.

Land

The library and the property are currently both zoned as Neighborhood Commercial. I spoke to Alisha about rezoning the library as Public; she said that she will put in the request but it can take a while. Teresa Keller – board president of Mountain Forum for Peace – was in the library and had a proposal for a year-round greenhouse. Her email follows this report. Donation I am waiting to hear back from the potential donors on the ideas I sent / proposed to them.

Children's Programming

On September 9th Celine had a table at the elementary school's Back to School Night. She pitched the library's programs. On September 11th Celine did a story time for the kindergarten enrichment class at the elementary school. We are waiting a bit before sending library card applications home with the students. We would like to include announcements of events and resources along with the applications. Technology John brought in a weather station and attached it to the porch awning. Unfortunately it is not working yet.

Foundation

The Foundation had a dinner / brainstorming session on September 9th. Some of the ideas include partnering with the Mountain MidLife Group (e.g. hosting an event at the library), a mystery murder dinner, and timing the "spring fling" to be the launch of the Summer Reading Program.

Outreach

The art teachers at both the middle/high and elementary schools responded with interest to the idea of having their students compete in having their art work be on the library card. We might have four categories - elementary, middle, high, and adult. New patrons would be able to choose their card.

iPad Tables



I signed a contract with Loran Smith and gave him a check for \$1250 (60% of the total). He hopes to deliver them by the end of October.

Programming

On September 1st and 3rd Workforce Boulder County taught a resume workshop. On September 11th we hosted a reception for Marlyn Cheshes' photo exhibit on Ground Zero.

Re: the Building report, the Board confirmed that the cables for the heating system are wireless.

The Board verified that it was acceptable to make out a check for the remainder owed on the adjacent lot before hearing from a potential donor about use of gift funds.

The group discussed possible issues with including a wine tasting in the event planned for the Mountain MidLife Group. The event would be held after hours, but there were still concerns about charging, etc. for alcohol, which the group determined could be resolved by asking for donations.

Discussion determined that moving forward with a community survey before establishing a strategic plan would be ideal, and focus groups for more detailed community input could be conducted afterward. A timeframe was established to finish the initial survey by approximately the end of the Thanksgiving holiday season.

The Board revisited the agreed-upon approach, documented in previous minutes, to application for Library Cards.

President's Report:

No written report.



Vice President's Report:

No written report.

Treasurer's Report:

Andrea submitted the following written report:

1. As of August 31, 2015, we have approximately \$7690 in our checking account. We have approximately \$235,525 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 \$50,144.
2. Income in August 2015 was approximately \$4868 from Boulder County, and approximately \$197 from copy/petty cash/fees/interest. Total Income for August 2015 = \$5064.
3. August 2015 expenses totaled \$14,387. Of that, \$10,572 was for payroll, \$2453 for books and materials, of which \$1446 was for book purchase, \$1351 was for maintenance, of which \$968 was for janitorial, and \$3000 was a donation for the land to NCLF.
4. Our numbers continue to look good. Please bring ideas to the meeting this week to talk about use of extra money. We started the 2016 budget and need to have first draft in the next few months.

Karen pointed out a minor error in line 2, where August had been accidentally recorded as October. The error is corrected in these minutes.

The group brainstormed innovative uses for expenditures, including upgrading computers in the public area, replacing printers, and purchasing Chromebooks for circulation. Research needs to be done on whether Chromebooks could interface with library printers.



Joining regional consortia would cost between \$20K and \$30K and the return on investment does not currently seem beneficial enough to proceed, but the possibility will remain under continuing investigation.

A subscription to Lynda.com for continuing education for community and staff members was discussed.

Bob Barrett will be solicited for a final bill for his services. Dani reported a community member's concerns about MTech's continuing presence. It is ideal to finalize heating system repairs as soon as possible.

Long term maintenance costs will require a budget estimated at between \$3,000 and \$10,000. It may be advisable to hire an auditor, which would run a one-time fee of approximately \$2,000.

Library Board Liaison's Report

None.

NEW BUSINESS

An event to celebrate finalizing the land purchase was discussed. Karen moved to approve \$2500 for a Halloween party. Dani seconded, and the motion passed unanimously.

John moved to invest in a subscription of five seats to Lynda.com. Dani seconded, and the motion passed unanimously.

Dani moved to move forward with the purchase of a 3-D printer. John seconded, and the motion passed unanimously.

OLD BUSINESS

John moved to put out the community survey in 4 forms: news, online, a mailer to district residents, and in person. Emily seconded, and the motion passed unanimously.

OTHER BUSINESS



Dani moved to open an Executive Session. Emily seconded and the motion passed unanimously.

The Board moved unanimously on a personnel matter to be effective January.

Dani moved to end the Executive Session. John seconded and the motion passed unanimously.

ADJOURNMENT

Dani moved to adjourn at 8:15. John seconded, and the motion passed unanimously.

The next public meeting will be held October 28, 2015 at 7 pm.