

Attendees

- Rick
- Elektra
- Scott
- Annie
- Scarlett
- Allie
- Jessie

NCL Director's Report

September 28, 2022

- Rick: 6:33 call meeting to order, Scott seconded
- Rick: minutes last month – accepted as submitted.

Foundation Liaison Report: The Foundation will be at the Farmer's Market Sunday, October 2nd for the Fall Festival and at the Holiday Mountain Market on December 10th and 11th. They have agreed to support the Library with our 2023 programming budget and East Property Development budget. There was discussion on contracting with someone for fundraising and/or grant writing for the East Property.

Facilities and IT: Val from Valentine Construction will do a walk around of the library building in October and provide his expertise on long term estimated maintenance costs. Mountain Broadband has begun work on our new internet service and there is a radio/satellite dish on our roof (and cable through our attic); our new service should be up and running by the end of October.

Library Usage

Physical Items circulation: Our circulation for the past two months has been steady, at 2600 a month. Experience Passes, Manga and our Toy Library are still very popular.

Patron E- Circulation: We had a jump the past two months, averaging 412 checkouts per month.

Kanopy: 21 plays average (no change in usage)

Door Traffic: 3,152 people for mid-August through mid-September (**another jump from last month**).

This is a slightly higher average than our pre-COVID high traffic numbers for Fall. This is due to higher than average use of our meeting rooms for both library programs and community programs. Great work Jessie and Kendra with programming!

Website visits: Website visits were up about 6% this month.

FB and YouTube: Our FB engagements are slightly down and sadly, we haven't had capacity to produce any videos these past two months, but we have a few in the works for the fall.

Notary Service: Our notary service continues to average three uses a week.

Lamination service: has arrived!

Programming and Outreach Elektra: covered notes below- no discussion

Both our children's and adult programming is stronger than ever and it has been wonderful to see after-school students back in the building! Also, Kelly and Jessie have begun library outreach to the Middle and High Schools twice a month (bringing books during the lunch period); we are excited to see how this may potentially increase library usage for our MS/HS students who are hardest to reach. Our "Design a

Library Card” contest is winding down and we will be showcasing student art beginning in October, with a new library card arriving by the end of the year. We have some great programs scheduled for October, including a museum trunk for Indigenous People’s Day.

Jessie and Elektra gave special recognition to Kelly, Austin and Shayna for their work with Crazy 8’s and school outreaches. Board discussed new merchandise ideas for the Holidays, including t-shirts made from winning “library card contest” design ideas. Rick and Scarlett agreed to be costumed characters at HMM on behalf of the library.

Save the date for our Second Annual Pie Contest: Saturday, November 5th, noon-2PM. This was our most popular event last year.

Grants: We were awarded an **ESSER ELO grant** (a competitive Federal grant to provide out-of-school learning opportunities for students in response to COVID learning loss). This will provide staff funding for our after-school math program (\$8,100 for 2023 and 2024).

Mountain-Ear Digitization Project: Our three-way partnership with the Mountain Ear, the Colorado State Library and NCL has accomplished digitization efforts of all the Mtn-Ear papers between 1977 and 1988. Please check it out on our website!

Safety and Security: There has been some concern among staff about Police responsiveness during this time of transition with the Ned PD. I have reached out to the Boulder County Sheriff’s office, requesting periodic walk-through’s of our building.

Staff Team Building: Busey Brew’s Trivia Night, Thursday, October 6th, 6:30PM. Please join us so we can show off some library smarts!

Library Journal Article: we were approached by Library Journal (national publication) to do a story on how our videography services and #SongsfromtheStacks has helped our community. They will be interviewing myself and Shayna.

Database usage: Kelly has been promoting our databases at all the Nederland schools and we will continue to watch the numbers this year to decide if we want to continue funding it after 2023 (it was a 2-year pilot program).

Treasurer’s Report

- Annie discussed budget v. actuals review – only about 2/3 way through the year for this report; calling out a few things little under or over e.g., spend more on e-books than physical books so far; over all pretty close to being on budget and will have an opportunity to adjust individual line items for next year; grants are important – have received more than planned assumed this past year. There was discussion regarding there are more grant funds out there than the library now has the capacity to manage (if we were awarded them) and possibly in the future, it would be worthwhile to hire a part-time grant manager.
- The first draft of the 2023 budget was reviewed. There was discussion regarding the library’s revenue next year in contrast to inflation. (Property tax revenue for the General Fund is essentially the same as last year (small increase by \$3, 186 (or .77%) whereas inflation is

estimated at 8%. Scott and Annie discussed moving funds from historically underspent line items to realign our budget with anticipated future spending.

- Annie reiterated that the budget numbers will need to be finalized by the end of November.
- Federal ELO grant funds were discussed and the need to maintain separate accounting procedures to ensure funds are used for authorized purposes only (no commingling of funds).
- Notice of Proposed Budget and the draft budget will be up on our website for public review. Scott is willing to move into the Treasurer's position next year and is spending time reviewing our financials and the State budget process for our Special District library.

FAMLI Leave Act

After extensive discussion and the recognition that there were still a lot of unknowns, the Board voted to opt in with the matching Employer contribution (.45%) for the FAMLI Act. This decision was made in response to what staff members requested (staff were asked to privately vote on their preference to have the Library opt into FAMLI or use the line item funds for increased PTO and staff overwhelmingly chose FAMLI). One Board member voted against opting in and the other 4 voted yes.