

Clear Creek County Library District Board of Trustees
MINUTES
7:00 p.m., Tuesday, June 10, 2014
@ Idaho Springs Library

I. Call to Order

The meeting was called to order by Marianne Loritz at 7:00 p.m.

Attending: Robert Loeffler
Marilyn Lunbery
Marianne Loritz
LeeAnn Cox
Hope Reynolds

Guests: Sue Lathrop, District Director

II. Approval of Agenda

Robert Loeffler made a motion to approve the June, 2014 agenda as presented. LeeAnn Cox seconded the motion and the agenda was approved unanimously.

III. Approval of Minutes

Marilyn Lunbery made a motion to approve the May 13, 2014 minutes as presented. LeeAnn Cox seconded the motion and the minutes were approved unanimously.

IV. Audience Business

No audience was present

V. Library Director Report – Sue Lathrop

- Landscaping – the CSU students presented four landscaping ideas, which the landscaping committee is going to mull over during the summer.
- Stephanie Mellon received the 2014 Children’s Champion Award for her work here to promote early childhood educational programs by triad, the Early Childhood Council serving Jefferson, Clear Creek and Gilpin Counties. Sue is going to go on our Chase rewards and get her a \$50 gift certificate from the library.
- Sue Lathrop attended the annual director’s retreat in Glenwood. As usual, there were a lot of great ideas that we intend to borrow! Some of the key things discussed were:
 - The state is negotiating a library price for Flipster, which is like Zinio but a lot easier to use.
 - The evoke catalog will be up and running in 2015. We will pay a platform fee for the state to host a site for us where we can put ebooks we own. Right now, we can only lease them from Overdrive, and lose them if we ever leave Overdrive. The annual fee will be based on our population size.
- We are getting very positive feedback from parents about eliminating fines on Children’s books. We announced it in the newsletter and at the first days of summer reading and story time to parents.
- Summer reading is off and running, and judging by Sue’s kids, it is very successful already.

Library Director Report - continued

- As expected, we are getting a bunch of calls about the Technology for Senior's program, and are signing people up. We are doing a first come, first served list and are telling people there is a long wait list and that we will contact them when one is available. Example: A woman in Georgetown who used to use the library all the time but can no longer get here because of sight issues – In her case we can't come to her home, but her roommate brings her to the senior lunch so we will be able to take care of her there. The board suggested collecting stories like this for the newsletter.
- Elevator – we are going ahead with the contract on the elevator at Idaho Springs, but John doesn't feel the contract is right for JTML, particularly since they did not write down the right type of elevator in the contract, so he is looking around.
- Sue Lathrop is going on vacation. Gen Chandler has been trained in the new payroll system. Stefanie Bottomley, one of our new employees, will be taking over the role of bookkeeper. This is not going to use any additional hours.

VI. Financial Report

Vouchers

No comments or questions were made. Robert Loeffler made a motion to accept the vouchers as presented. LeeAnn Cox seconded the motion and the vouchers were approved unanimously.

Budget Performance

No comments, questions or rejects were made.

ISPL Activity Fund

No comments or questions were made. LeeAnn Cox made a motion to accept the ISPL Activity Fund as presented. Hope Reynolds seconded the motion and the vouchers were approved unanimously.

VII. Old Business

Archival Library Lease

Sue Lathrop reported that no security deposit will be needed. The agreement provided in the Dropbox was reviewed. A grant was applied for, for shelving in the storage area. A rent amount of \$300 a month for storage space was negotiated effective July 1, 2014, via a handshake deal until the lease is ready. LeeAnn Cox made a motion to approve the agreement for \$300 a month for storage space, effective July 1, 2014. Robert Loeffler seconded the motion and the \$300 a month was approved unanimously.

VIII. New Business

Request for Purchase from Contingency for Archival Library

Sue Lathrop indicated that a projector screen for the common room will need to be purchased immediately so it can be installed before the ceiling is finished. This screen and the projector mount would belong to the Library District and is being installed at our request, so they would like us to pay for it. The cost is approximately \$1300 (and would come from the Contingency Line, but Sue asked for approval for up to \$1500. Robert Loeffler made a motion to approve the purchase. Marilyn Lunbery seconded the motion, and the purchase was approved unanimously.

Mission Statement

Sue suggested that the Mission Statement for the Library District needs to include preservation, and that the mission statement needs to be revamped anyway. The Archival Library itself also needs a mission statement. Sue had recommendations, and after discussion, the board approved the following.

For the Archival Library:

The mission of the Clear Creek County Library District Archival Library is to collect, preserve, protect and provide public access to original documents, periodicals, maps, books, photographs and ephemera of historical value to Clear Creek County.

Robert Loeffler made a motion to adopt the presented Mission Statement for the Archival Library. LeeAnn Cox seconded the motion and the Mission Statement was approved unanimously.

For the District:

The Clear Creek County Library District will be a centerpiece of our community, providing public library services that enhance our community through shared collections, cultural events and activities, the preservation and sharing of our county's rich historical past, access to current and emerging technologies, and service to our democracy through the free flow of information.

Robert Loeffler made a motion to adopt the presented Mission Statement for the District. LeeAnn Cox seconded the motion and the Mission Statement was approved unanimously.

JTML BAC Nomination (Michelle McNeil)

Sue Lathrop reported that there are two openings on the JTML/GLA boards, (Tom Bennhoff & Ernie Dunn). The BAC has nominated Michelle McNeil, a previous member, who wrote a letter of interest to the board. Marilyn Lunbery made a motion to appoint Michelle McNeil to the JTML/GLA boards. LeeAnn Cox seconded the motion and the appointment of Michelle McNeil was approved unanimously. One opening remains.

Other

No Other Business was presented.

IX. Adjournment

The meeting was adjourned at 8:00 pm.

**The next Board meeting is scheduled for August 12, 2014 at the Idaho Springs Public Library
No meeting will be held in July**