

**Idaho Springs Public Library
Building Activity Committee Minutes
6:00 p.m., Thursday, February 4, 2016
@ Idaho Springs Public Library**

I. Call to Order

The meeting was called to order by Kate Foy at 6:07 p.m.

Attending: Marilyn Lunbery
Jeremy Morgan
Kate Foy
Denise Deese
Bo Thompson

Guests: Sue Lathrop – Staff
Delphina Clark - Staff

II. Landscape Committee

Sue Lathrop spoke to Michelle Chichester and reviewed the responses with the Committee. It was noted that the original stairs will need to have a handrail added; before and after pictures may be a good idea to present the changes being made; an Intergovernmental Agreement with a timeline will be needed for any repairs to the irrigation system and the landscape projects should be phased with grant opportunities being researched. The committee agreed for Sue to send the document to Hoehns to obtain the final drawings and from there work to find out the process for getting it through the City. Sue will ask Hoehns for a suggested three to four phase project list based on priority.

III. Approval of Agenda

Denise Deese made a motion to approve the February 4, 2016, agenda as presented. Bo Thompson seconded the motion and the agenda was approved unanimously.

IV. Approval of Minutes

Marilyn Lunbery made a motion to approve the November 3, 2015, minutes as presented. Bo Thompson seconded the motion and the minutes were approved unanimously.

V. Public Comments

No public comments were made.

VI. Financial Report - December, 2015 & January, 2016

Vouchers

No comments, questions or objections were made.

Budget Performance

Cameras will be installed at both the Georgetown and Idaho Springs Libraries.

No other comments, questions or objections were made.

VII. Branch Librarian Report

Some patron issues were discussed. Delphina will work with some of the patrons regarding smoking and littering. There were no comments, questions or objections made.

Sue reviewed the Branch Librarian Report:

- Story time was successful bring over 20 people in.
- The Barbie contest will open up voting soon and the winner will be announced at the Zombie Dance.
- 2015 statistics were viewed.
- Clifford the Big Red Dog will be at the Library at story time on the 8th.
- The Zombie Dance is on the 12th.
- The Library will be closed on the 15th, but, a staff meeting will be held.
- JTML Soup Lunch is the 11th.
- Gen will be phasing back to work starting on the 10th.
- The District will be looking at some financial cuts; including possibly hours and services and looking at grant/funding money for the Archives Library and the programs.
- Updated the committee on the Revenue Roundtable meetings Sue has been attending.

VIII. Friends Report

Linda Campbell was not present.

IX. Old Business

No old business was presented.

X. New Business

Proposed District Patron Code of Conduct Policy

The staff reviewed the document and it was noted that the staff would be uncomfortable discussing hygiene with people. Sue will ask the Denver Public Library how they handle this issue. Sue requested that the BAC review the document and provide any feedback. Sue will add the service animal policy.

No other new business was presented

XI. Adjournment

The meeting was adjourned at 7:13 pm

The next Board meeting will be March 1, 2016, at 6:00 pm at the Idaho Springs Public Library.