

**SOUTHWEST LA PLATA LIBRARY DISTRICT
BOARD MEETING MINUTES
19 APRIL 2022**

1. Call to Order

The meeting was called to order at 9:40 am. In attendance were Janet Kuss, Scott Davey, Rebecca Benally, Peter Miesler, Cynthia Loebig, Liz vonTaufkirchen, Nona Dale, Nycole Eoff, Tricia Winslow, and Roy Horvath.

2. Approve Agenda

3. Consent Agenda

A motion to approve the minutes from the March 15, 2022 board meeting was made by Scott, seconded by Nona; unanimous approval.

4. Public comment

None

5. Update from Friends of Library members

Nycole: Taste of Durango booth May 15.
Farmer's Market booth, once a month, first date: May 14.
(Nona suggested advertising which day, and having a consistent day, would be effective).
Looking for Friends in Fort Lewis Mesa area.
Discussion surrounding FOL book sale.
Free little libraries doing well; Nycole replenishing.

6. Update from District Director

State Collaborations:

CAL Board Meeting- HPLD update will be on hold, as they cannot discuss anything until pending litigation is complete
CAL Reader's Advisory Group
Colorado Public Library Directors (CPLD) Meeting-
Growing Readers Together (GRT) - one meeting, one survey, one grant report this month
Colleague on Call Consultations with [Anna Szczepanski](#)(2 this month, love her!)
Marmot eContent Committee Meeting- Discussion around adding shared Steam Cafe gaming

Local Collaborations:

Outreach event with Patty at Sunnyside new preschool/kindergarten sign-up event
SIPTA (Sunnyside's PTA)
PTO (FLM's PTA)
Early Childhood Council of La Plata County (ECCLPC) Board meeting
Mary Ebans meeting (Sunnyside's Principal)
Jenny Imel meeting (FLM's Principal)
Preschool Outreach (Sunnyside- once a month, FLM- twice a month)
Sunnyside K-5 once a week reading and checking out books
FLM K-5 every Friday reading and checking out books

Internal Meetings:

SRP meetings (twice monthly)

All Staff Meetings- monthly
Manager Meetings- monthly (We decided on Dewey Lite for nonfiction)
Branch Manager FLM- weekly
Branch Manager Sunnyside- weekly

Completed since last board meeting:

- Completed the Public Library Annual Report (PLAR). This was actually especially challenging because any time our answers are out of line with last year, they make us do a short answer explaining why. Well, most of our answers were significantly different from last year, so I did a lot of explaining why.
- Reached out to ASAP about our dissatisfaction with their ongoing performance. I met separately with Tish Dudley, whose job is to develop relationships with clients, and she assigned us a new account manager (Courtney Cole) and personally saw to fixing the PTO situation, which is now corrected. I'm happy with them now and hope to see marked improvement from here forward.
- All our staff now have badges that enable them to enter the building(s)
- Two VR Programs (small but fun) 4 patrons at each event, plus 2 staff.
- Made an organizational chart for the district
- Ordered business cards for Chris, Bethany, Me, and stickers for the district
- Lego Club has started at FLM on Wednesdays and is very popular and full every time
- Filled in at FLM while Chris got a week of PTO (it was super fun and nice to see the kids)
- Three digital services appointments and three drop-ins

In Progress:

- Post to Facebook/Instagram at least 6 times a week (all scheduled weekly)
- My meeting with Dr. Cheser from 9R had to be postponed due to an emergency in her family that caused her to need to leave the country, new meeting on Tues 4/26
- HP Grant Support Program, meeting with them this Thursday (hoping for \$35K for the laptop labs at both libraries and accompanying software needs)
- Seeing a space planner at FLM to discuss the refresh with the El Pomar grant to fund it
- SWLPLD Behavior Policy- I think we're close on this but we have a few additional tweaks to make, particularly around concealed weapons and calling out specifics
- Alicia is helping more with the website and doing an amazing job with the PSAs
- Fire code door situation, found a grant but will only pay for our doors, not the schools, not sure how to divide the quote, will confer with Karen Cheser
- Lots of beautiful new furniture at Sunnyside, still waiting on one table and shopping for new Easy book shelving
- Asked SIPTA for help with healthy snacks at Sunnyside and they have come through every week since! Will be asking FLM PTO the same question next Wednesday
- I'm doing a digital services consultation with two other Colorado Public Library Directors who have questions about circulating laptops and chromebooks (Wed 4/20 @ 10 am)

Upcoming:

- SDA Special Regional Workshop in Durango
- Growing Readers Together (with Heather Hawk of ECCLPC) at both libraries weekly this summer during SRP (Tuesday 10:30 FLM, Wed 10:30 Sunnyside)
- Summer Reading Program tentative schedule [here](#)
- 9-5 hours at both libraries starting Friday 6/3, the first day of summer break

Personal note:

Patty has asked me to share her personal situation with you all, we may want to go into executive session so it isn't in the minutes. It's no one else's business and certainly not public business, nor does it belong in the public record.

Notes:

Library Redesign Consultant for FLM and possibly Sunnyside. Free consult. Each school class will meet with the library director/staff for 45 minutes each Monday, beginning in the fall.

Library staff have decided to adopt "Dewey Lite" non-fiction cataloging and labeling. Dewey Lite uses Dewey Decimal System numbers with descriptive labels

Working with Anna on behavior policy

Discussion of unattended child policy

Use of community room; strategy for adult program

Liz wants to find out what people are interested in in terms of programming, space, collection, services, and open hours. Will hand out surveys during summer at the library and during outreach. There will also be a digital version of the survey available. A planning group consisting of SIPTA, FLMPTO, BOT and Friends will be constructed. Information from the surveys will help with strategic planning.

Concern: How can we get information from people who live in the district but don't use the library?

7. New Board Position

Welcome Janet Kuss!

8. Committee updates - Management, Finance, Strategy/Development

1. Financial status update

Scott: 1st quarter: Income \$37,000 more than expected; expenses \$15,000 over, mostly salaries.

Additional grant money received in April, mostly for materials and IT.

2. Finance Committee Update

3. Management Committee Update

A. Review of proposed behavior policy

Behavior subcommittee will meet 5/4; 3 pm

4. Strategy/Development Committee Update

A. Review of committee memberships, approach for development of strategic plan

Finance: Roy, Scott, Peter, Nona

Management: Roy, Rebecca, Nona, Cynthia

Strategic Development: Roy, Rebecca, Peter, Janet

Do we need to go to our attorneys for review of our policies?

Status of meeting remotely discussed.

IGA needs to be finalized. Should the school district be responsible for the fire door requirement?

B. Board education pertaining to potential ILS transition, including costs, advantages/disadvantages of current and proposed platforms

Transition in January.

C. Set date/details for summer 2022 Board/Staff retreat
August 10, 9-5 (TBD); Breen building

9. Other Items

Executive Session for employee situations called at 11:39. Motioned by Cynthia; seconded by Rebecca; unanimous approval. Executive session ended at 11:45

Notary at Sunnyside: Bethany and/or Liz
EV charging station
Shall we have a booth at the county fair?

10. Adjourn

Meeting adjourned at 11:48 am

Next SWLPLD Board meetings - May 17, 2022 and June 23, 2022