

Library Board of Trustees

**Thursday, May 11
Library Meeting Room
951 Spruce Street
6:30 PM**

Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.

- You can call in to **+1 386 347 5053 or 888 788 0099 (Toll Free)**
Webinar ID **#852 1942 9373**
- You can log in via your computer. Please visit the City's website here to link to the meeting: www.louisvilleco.gov/libraryboard.

The Board will accommodate public comments during the meeting. Anyone may also email comments to the Board prior to the meeting at EOwen@LouisvilleCO.gov.

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of 3/9/23 Minutes
5. City Board and Commission Discussion
6. Staff Appreciation Lunch
7. Louisville Public Library Foundation Report
8. Director's Report
9. Strategic Planning
10. Public Comments on Items Not on the Agenda
11. Board Comments
12. Discussion Items for Next Meeting
13. Adjourn

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office at 303 335-4536 or MeredythM@LouisvilleCO.gov. A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574.

Library Board of Trustees

Meeting Minutes

**March 9, 2023
Library Meeting Room
950 Spruce Street
6:30 PM**

Call to Order – Chairperson Jaime called the meeting to order at 6:29.

Roll Call was taken and the following members were present:

Board Members Present: Jaime Dufresne, Sue West, Laurel Cole, Carrie Cortiglio, Helana Lechner, Weiyang Chen

Board Members Absent: none

Staff Members Present: Sharon Nemechek, Erin Owen, Kristen Bodine, Peggy Norris

Additional: Katherine Wesling, Facilitator; 3 Monarch High School students, “Emily” on Zoom

Approval of Agenda – The agenda was approved by all members.

Approval of Meeting Minutes – The minutes from the January 12, 2023 meeting were approved as written

Public Comments - None

Budget Presentation - Sharon had a short budget presentation to give the Board context before the strategic planning session. The budget is on a biennial budget cycle. City Directors propose new projects at the beginning of the cycle. Sharon is proposing updates to the library including paint, carpet and technology. The overall budget is approximately \$1.9 million for the library and there is an additional \$250K that is for facility maintenance. The budget breakdown is included in the meeting packet. The Library Foundation raised an additional \$64,000 for library programs and amenities.

Louisville's funding is comparable to other nearby towns. Louisville serves more people per capita than the same comparable libraries.

Superior Board of Trustee Report - The Town of Superior is working to appoint a Board member.

Louisville Public Library Foundation Report - The Foundation has been focusing on internal reorganization. They have been interviewing more Board members and trying to strengthen their fundraising capabilities. They are working very hard to support the library. However, it should be noted that they don't think this year's gift of \$64,000 is sustainable annually.

Strategic Planning - Kat facilitated the process this evening as she has experience facilitating strategic planning processes.

The Board will be working on the mission statement that will then go to staff and the library work plan.

After icebreaker activities, the Board spoke about what mission statements are and what their audience is. We also examined mission statements from noteworthy companies. Then we discussed what we liked and didn't like about the library's current mission. We worked through an activity to get to the root of the library's cause, actions and impact to generate words and ideas to draft a new mission statement.

We will continue to work on this at the next meeting.

Public Comments on Items Not on the Agenda - none

Board Comments - Weiyang might qualify for a grant for a drop box at the Recreation Center. Sharon advised that we look first at our strategic plan to ensure alignment. Sue asked about the status of waiving fines. Sharon thought that the Council would pass that idea.

Discussion Items for Next Meeting - Continue strategic planning, consider staff luncheon/appreciation event, consider moving the little library at Memorial Park.

Adjourn – The meeting was adjourned at 8:19.

Staffing Updates

As you know, Lisa Merly, our Circulation Supervisor of 23 years, retired in March. She was such an integral part of our team that we had a lot of concerns about being able to successfully fill her position.

We got very lucky when Curt Williams applied for the role. Curt comes to us from CU where he is currently serving as the Science Libraries Branch Operations Coordinator. Curt has supervised circulation services at CU libraries since 2005, serving in a variety of roles. He has managed day-to-day circulation operations in several CU libraries; coordinated ILL, Prospector and Courier services; and performed maintenance on Sierra, our back-end system, which he has used since its inception. He teaches in the area of equity, diversity and inclusion and does social justice work in his free time.

He was the top choice of both interview panels and the staff who gave tours to all of the candidates. He will be an excellent addition to our team. Curt's first day is June 5th.

Read. Reuse. Recycle.

The Library collected 10,000 pounds of books at the annual book donation and recycling event. Participants also donated just under \$500 to the LPLF. A huge thank you to those of you that volunteered to help with the event! We couldn't have done it without you.

Volunteer/Engagement Opportunities

June First Friday | June 2 | Contact Erin Owen eowen@louisvilleco.gov

Summer Reading Carnival | June 14 | Contact Lindsay Huth lhuth@louisvilleco.gov

July 4 | Contact Erica Schmitt eschmitt@louisvilleco.gov

Labor Day Pet Parade | September 4 | Contact Erin Owen eowen@louisvilleco.gov

Superior Chili Fest | September 16 | Contact Erin Owen eowen@louisvilleco.gov

First Friday

Since Creative Framing moved up to South Boulder Road there has been a lot of discussion about how to continue the First Friday Art Walks. Technically there isn't a gallery left in downtown. City staff from the Cultural Services and Economic Vitality departments have met with representatives from the Chamber and DBA to create a vision and devise a strategy for not only continuing First Friday, but for making it more engaging and fun. Some ideas are to add live music on Main Street, invite a few (tasteful) buskers to perform in front of City Hall, and provide space for pop-up galleries. We hope to have a manageable plan in place in the next couple of months.