

Library Board of Trustees

**Thursday, July 13
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 5/11/23 Minutes
5. Strategic Planning Workshop
6. City Board and Commission Discussion – S. Nemechek
7. Summer Reading Program Report – K. Bodine, E. Owen
8. Louisville Public Library Foundation Report – J. Dufresne
9. Director's Report – S. Nemechek
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

**May 11, 2023
Library Meeting Room
950 Spruce Street
6:30 PM**

Call to Order – Chairperson Jaime called the meeting to order at 6:34.

Roll Call was taken and the following members were present:

Board Members Present: Jaime Dufresne, Sue West, Laurel Cole, Carrie Cortiglio, Weiyang Chen, Carol Burkett, Cheryl Achterberg

Board Members Absent: Helana Lechner

Staff Members Present: Sharon Nemecek, Erin Owen

Additional: Catherine (Cat) Wessling, Facilitator

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

Approval of Meeting Minutes – The minutes from the March 9, 2023 meeting were approved as written.

Public Comments - None

City Board and Commission Discussion - The City Council has asked for feedback from boards and commissions about the existence of all city boards and commissions.

Staff Appreciation Luncheon - We would like to offer pizza and drinks to library staff members on Wednesday, June 14 at 12:30. Library board of trustee members will donate funds and drinks for the event. Laurel offered to help that day.

Louisville Public Library Foundation Report - Jaime summarized the foundation's purpose for new members. She reported that they have recruited new members and are focusing efforts on fundraising. At the last meeting, the foundation discussed to only donate funds to the library what they have raised each year rather than pulling funds from their endowment. This may result in substantially less funds this year.

Superior Board of Trustee Report - The new Library Board of Trustees from Superior do not serve on the Superior Town Board, but are very interested in the library. Sharon requested that the new members act as communication liaisons between the Library Board and the Superior Trustees.

Director's Report - Sharon hired a new circulation supervisor. She is very excited that he will be joining the team. The library collected 10,000 pounds of books at the annual book donation and recycling event. The director's report also had upcoming volunteer opportunities. Lastly, Sharon's report contained information about continuing to make First Friday Art Walks more fun and engaging.

Strategic Planning - Cat continued to facilitate strategic planning discussions.

Attendees discussed what meaningful engagement with the library looks like for children and families, teens, and adults. From these lists, participants brainstormed creative terms through another exercise. Many of the same words such as connection, community, collection, safe space continue to surface in discussions.

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

Public Comments on Items Not on the Agenda - none

Board Comments - none

Discussion Items for Next Meeting - Finish strategic planning, follow-up on City Council discussion, progress on summer reading.

Adjourn – The meeting was adjourned at 8:14pm.

Superior/Louisville IGA

In early 2009 the City of Louisville and the Town of Superior entered into a formal intergovernmental agreement (IGA) whereby the Louisville Public Library would provide library service to Superior residents in exchange for payment from the Town of Superior. The residents of Superior agreed to a property tax levy of 1.5 mills to support library service. Since that time, Superior has transmitted to Louisville every January the equivalent of a 1.5 mill levy on the total assessed valuation of Superior as certified for general tax purposes by the Boulder County Assessor for the preceding year. In 2023 that amount was \$373,810.

Since 2009 the relationship between the Louisville Public Library and the Town of Superior has been guided by this IGA. In 2011 there was an amendment specifying that Louisville purchase a book drop to be installed at the Superior Town Hall. There have been no other amendments to the original IGA.

Between 2008 and 2020 Superior residents consistently accounted for about 20% of Library circulation. That number has dropped to about 16% of physical item circulation post-COVID. Superior residents still account for 20% of digital circulation. Statistics are not readily available for other types of engagement, including program attendance and Library visits, but Library staff are working on collecting this information. On average Superior's contribution to the Library's budget equals about 18% of the Library's total operations and maintenance budget.

Since July 2021 the Louisville Public Library has provided the following services at the Superior Community Center:

- Book locker for holds delivery
- Book return
- Small circulating collection
- Family Storytime – once a week
- Adult Programming – once a quarter

In a recent joint meeting of the Superior Town Board and the Louisville City Council there were discussions about increasing library service in Superior. There is also some talk of adding a Library to the new civic space downtown. Any additional services will likely require additional resources. I'll keep you in the loop as these conversations progress.

Staffing Update

Our wonderful Adult Services Librarian, Claire Steiner, is moving to Calgary, Alberta, Canada. Claire has been an integral and valuable part of the Library team and will be greatly missed. She's been a role model for exceptional customer service and an expert at planning and executing programs, not to mention her amazing 3D printing skills! Her last day is July 28th. We've hired Daniel Tate, an Adult Services Librarian from Loveland, to take her place. We're looking forward to welcoming him to the team.

Volunteer/Engagement Opportunities

July 4 | Contact Erica Schmitt

July First Friday | July 7 | Contact Sharon Nemechek

Labor Day Pet Parade | September 4 | Contact Erin Owen

Superior Chili Fest | September 16 | Contact Erin Owen