

Minutes: February 22, 2024

Attendance: Board members: Theresa Bucci, Sarah Wilkinson, and Melissa Bohnet, with Stephanie Ralph.

The meeting began unofficially at 5:05 with Board members Theresa, Melissa and Sarah in attendance, along with Stephanie Ralph. Without a quorum the Board discussed items that did not require a vote.

OLD BUSINESS

Friends Report (Stephanie):

- The Friends are working on a way to increase their donations. A new program is for anyone who donates \$100, the Friends will work with the Library to put book plates with donors desired name, inscription, etc. inside a library book.
- The Friends have started a social media page. Stephanie sent them the video and photography policies to follow.
- The next book sale is April 5-6 at the Senior Center.
- The Friends donated new uniforms to library staff in honor of the new North Branch library reopening.
- They also donated \$250 to create "Boredom Bins" for the teens at the North Branch. Bins include manga, coloring and creative stuff. The idea was inspired by other libraries who have these bins. If it works well, will implement at other Summit County libraries.
- The Friends received their security deposit back from Bluebird. They did many sales there and got a lot of exposure. They now have a nice corner at the new North Branch and are doing a good job of showcasing book store quality and style books.

Foundation Report (Stephanie):

- The Foundation have been thinking a lot about what projects to focus on now that the Capital Campaigns for North and Main have concluded. They've traditionally been the large fundraising arm, where Friends handles smaller contributions and fundraising goals. The Foundation also runs the annual Colorado Gives campaign.
- They are working on the donor walls for North and Main, which will be the same.
- The Foundation is planning a big celebration to recognize Capital Campaign donors in late April, as well as an advertisement in the Summit Daily naming all donors.

Director's Report (Stephanie)

- The North Branch library opening for business on Thursday, February 22. Opening day was a really nice experience with lots of positive feedback from everyone. The location has tremendous significance in Silverthorne and so it felt like a powerful moment for the community.

- There was an incident at the South Branch library on February 7th which turned out to be a hoax. Staff did very well, but discovered holes in emergency procedures and will be updating to reflect the nature of today's threats. Upcoming facility-based training with the Breckenridge Police. Will also be collaborating with the School District who have been working on these issues for many years.
- Have been reviewing the role of the substitutes in the library. They are expected to understand a lot of the circ desk operations which involves a lot of training. With some substitutes who don't come in as often, it requires lots of re-training each time. Working with each substitute to make sure they are committed and want to continue with the role.
- Moving forward with website redesign with new vendor, Revize. Schedule to launch sometime in July or August.

Roll Call

Amy Perchick joined the meeting at 5:28 pm. With four board members in attendance, the meeting was

Call to Order

With four board members in attendance, an official quorum, the meeting was called to order.

Consent Agenda

- A. January 25 Minutes
- B. February 22 Agenda

Melissa motioned to approve the Consent Agenda, Amy Perchick seconded.

NEW BUSINESS

Update on Board Search and New Friend's Liaison (Theresa)

- Lauren has resigned and we are searching for a new board member and hopefully also someone to fulfill the role of Friend's Liaison.

Ask about by-laws in regards to term limits (Theresa/Stephanie)

- Theresa and Stephanie reached out to Anna from CLIC
- One of her recommendations was to stipulate that the new board member would take on a 3 year term, but plus the remaining service to the end of a certain month, to possible extend a term.
- Another option was to start a 3 year term for everyone who joins the board.
- Also an option to typically start a 3 year term, but also give the board flexibility to establish a different term to ensure board members' terms are staggered.

- Discussion around transitory nature of the community and how to encourage applicants and ensure they have enough time to learn the role and make an impact.
- Everyone agreed it is important to clearly share with applicants the term, whatever that may be.
- Stephanie will put together different options to vote on next meeting.

Monthly update on digital library card (Stephanie)

- Have issued 17 more temporary cards in February and 4 more cards have been picked up.

Monthly update to 2024 strategic planning (Stephanie)

- Library staff have begun Community Conversations interviews again.
- Planning a press release and social media push about the project.
- Amy inquired how long it would take. Stephanie said interviews would go through the end of the summer.
- Stephanie is planning to analyze the usage of the libraries look like now that all buildings are open, including what the meeting room usage is like, what the circulation is like and develop strategy around those metrics, but also aligning with the county's strategic goals, while maintaining a library perspective.

Review goals from 2023 and create 2024 goals (Theresa)

- Reviewed goals from 2023.
- Agreed to discuss in more detail at next meeting. Sarah proposed idea to keep the same goals, since they could still be applicable and allow growth in 2024.

OTHER MATTERS

March 28 meeting in person at the North Branch library

- Theresa will confirm via email the time and location for March 28th meeting.

Meeting adjourned at 5:59 pm. Amy motioned to adjourn and Melissa seconded.