



LIBRARY BOARD MEETING Thursday, July 27, 2017, 5:30pm – Meeting Minutes

CALL TO ORDER – The meeting was called to order at 5:32 pm by Board President Perko.

Attending: Ann Kling, Joann Perko, Ian Whittington, Cindy Schuerman, Rochelle Brotsky, Catherine Davis, Jeremy Rose, Chris Perkins, and Katie Scherer. Bev Menke was excused from attending.

PUBLIC INPUT – There was no public input.

REVIEW OF AGENDA – The agenda was reviewed and the duplicate language for 2nd reading was deleted. The topic of Audit Committee Formation was added to new business.

APPROVAL OF THE MINUTES, JULY 19, 2017 MEETING – The 7/19/17 meeting minutes were reviewed. Board Member Whittington moved to approve the minutes, the motion was seconded by Board Member Davis and it was passed unanimously.

DIRECTOR'S REPORT – The Director's Report was reviewed and there were no questions.

COMMUNICATION – There was no new communication.

MONTHLY STATISTICS – Monthly statistics were reviewed and there were no questions.

TREASURER'S REPORT – The treasurer's report was reviewed. Board Member Whittington moved to accept the report and the motion was seconded by Board Member Brotsky. The motion passed unanimously.

PERSONNEL COMMITTEE REPORT – Director Kling reviewed recent changes in personnel.

FOUNDATION REPORT – The Foundation Beer Garden is going well and last week's attendance was very good due to the Taste of Windsor. The beer garden has provided good exposure to the library. The kick-off meeting for the campaign committee was held 7/26/17 with nearly 40 attendees. The next step is to fill the campaign chair positions and begin planning the campaign.

FUTURE PLANNING COMMITTEE REPORT

Building Design Committee Report – The exterior building materials were presented in the 7/24/17 Design Committee Meeting, as well as a review of children's area with staff, teen area ideas with teen representatives, staffing space, and IT requirements.

Communications Committee Report – The actions of the Communication committee were reviewed.

Finance Committee Report – There was no new activity reported by the Finance Committee.

REPORTS OF THE LIAISONS

- Town of Windsor Report – The general activities of the town were highlighted.
- School Board Report – Progress on changes to the high school was reviewed. The growth report projections continue to be higher than expected.

OLD BUSINESS

Second reading of Resolution 17-3, a Resolution Amending the Bylaws of the Clearview Library District in Accordance With Article VII of the Clearview Library District Bylaws.

- Jeremy Rose outlined the corrections made since the first reading. Board Member Whittington made a motion to accept the resolution with the changes outlined. Board Member Davis seconded the motion and it passed unanimously.

Second reading of Resolution 17-4, a Resolution Approving and Adopting an Agreement Between the Clearview Library District and the Board of County Commissioners of the County of Weld and the Weld County Clerk and Recorder Concerning the Administration of the November 7, 2017, Coordinated Election.

- Jeremy Rose confirmed the resolution was unchanged since the first reading. Board Member Whittington made a motion accept the resolution. Board Member Scherer seconded the motion and it passed unanimously.

NEW BUSINESS

Audit Committee Formation

- Board Member Whittington reviewed the status of the audit report and the next steps. A member of the Library Foundation, a library patron, and members of the Town and School Boards will be invited to sit in on the review with the auditor. The date and time to be determined.

Annual Review of Investments

- Board Member Whittington reviewed the status of the investments.
- Upcoming Accounts Payable are expected due to the work on the new library.

Review Population data including housing starts for the District

- Windsor and Severance population data was highlighted. There will be an upcoming meeting with the School, Town, Fire and Library boards to discuss the potential impacts to resources.

Review the Director's 2017 goals

- Director Kling reviewed her progress on her goals. There were no questions and the board expressed thanks to her for all her efforts this past year.

Designation of an Election Officer as required by the Agreement Between the Clearview Library District and the Board of County Commissioners of the County of Weld and the Weld County Clerk and Recorder Concerning the Administration of the November 7, 2017, Coordinated Election.

- Jeremy Rose reviewed the requirement of the appointment of an Election Officer that will interact with the Weld County Clerk. Board Member Whittington made a motion to recommend Director Kling as the Election Office. The motion was seconded by Board Member Davis and the motion passed unanimously.

First reading of Resolution 17-5, a Resolution Calling an Election on November 7, 2017, to Authorize a Tax Increase for the Clearview Library District; Setting the Ballot Title and Content for the Ballot Issue; and Providing Other Matters Relating Thereto.



LIBRARY BOARD MEETING Thursday, July 27, 2017, 5:30pm – Agenda

CALL TO ORDER

PUBLIC INPUT

REVIEW OF AGENDA

APPROVAL OF THE MINUTES, JULY 19, 2017 MEETING

DIRECTOR'S REPORT
COMMUNICATION
MONTHLY STATISTICS

TREASURER'S REPORT

PERSONNEL COMMITTEE REPORT

FOUNDATION REPORT

FUTURE PLANNING COMMITTEE REPORT
Building Design Committee Report
Communications Committee Report
Finance Committee Report

REPORTS OF THE LIAISONS

OLD BUSINESS Second Reading of the amended Clearview Library District Board of Trustee By-Laws

NEW BUSINESS Annual Review of Investments
Review Population data including housing starts for the District
Review the Director's 2017 goals
First Reading of the Resolution for a Ballot Question

UPCOMING AGENDA

APPROVAL OF MINUTES

ADJOURN

Next Board Meeting Thursday, August 31, 2017, 5:30pm.

DRAFT