

City of Lafayette
Lafayette Public Library Board
Monday, August 12, 2013
5:30 pm Board Survey Training Session
6:30 pm Library Board Meeting
Lafayette Public Library Upstairs Conference Room

Meeting was called to order at 6:32 p.m. by President Susan Kintzle

Members present: Dave Belin, David Clark, Bryan Holinka, Susan Kintzle, Scott Steinbrecher, Teri Ward, Ethan Hecht, Warren Hite, and Library Director Betsy Stroomer

Survey Training Session

1. Survey Overview – Dave Belin reviewed the survey document. Changes to the survey questions were discussed and agreed upon. Dave will make revisions and the final document will be distributed later in the week.

2. Interviewer Training – Procedures for collecting survey information were reviewed and discussed. Board members will collect data from target groups, with a goal of 10 completed surveys from each group.

Library Board Meeting

3. Public Comments – Celeste Landry, a member of the Boulder Public Library Commission, gave the Board information about the proposed Lyons Library District, which will be on the ballot for voters in Lyons this fall. She also spoke about Boulder Public's \$2+ million bond issue to renovate the main library and indicated that there has been some research and discussion at Boulder Public Library Commission meetings about the possibility of forming a library district there.

4. Approval of Minutes of 07/08/13 Meeting - A motion to approve was made by David Clark and was seconded by Dave Belin. Minutes were approved unanimously.

5. Election of Board Secretary – David Clark volunteered to become the Board Secretary, replacing Marjorie Jannotta. The Board accepted David's proposal with gratitude. Because David was unable to stay for the entire meeting, Library Director Betsy Stroomer agreed to take the minutes for this meeting.

6. Xcel Energy Franchise Renewal Information – Debbie Wilmot, City of Lafayette Public Information Officer, spoke to the Board about the city's position on two ballot issues this fall: the renewal of the 20 year franchise agreement with Xcel and a citizen initiative to put in place an occupation tax to replace the franchise. She explained how the franchise works, discussed the city's green initiatives, and answered questions. Board member David Clark commended

Debbie for her work as PIO.

7. Director's Report

>Summer reading has concluded. Staff members are happy with participation and we came close to meeting our reading goal.

>It is not expected that the 2014 budget request for additional self checks will be funded. There are funds in the 2013 budget that staff would like to reallocate to purchase the two additional self checks this year. Permission to reallocate funds has been requested of the city administrator and the finance director.

>Staff will collect additional hourly door count information early this fall. Recommendations on changing library hours will be proposed before the end of the year.

>Staff would like to revise the Library's conduct policy to address a broader ban on the use of tobacco products and cell phone use. Dave Belin and Bryan Holinka agreed to help draft a revision.

>The management team has requested approval to close a full day for training this fall, instead of the half day approved earlier in the year. Dave Belin moved to approve a full day closing on Friday, October 25, for staff training. Bryan Holinka seconded. The motion was approved unanimously.

>Staff members were very pleased with the Board's staff appreciation efforts and enjoyed the opportunity to meet Board members at the staff meeting.

8. Little Lending Library – Signage is still in the works.

9. Strategic Plan/Information Gathering - Additional questions about the data collection project were discussed.

10. FOLF - The book sale is September 21st. Board members are encouraged to volunteer if possible.

8. City Council Liaison Report

>The fall ballot includes a proposed ban on fracking within the city.

>There will be four open seats on the City Council this fall.

>Art Night Out is this coming Friday, August 16 and the Peach Festival is Saturday, August 17.

9. Other Business - Scott Steinbrecher reminded the Board that he plans to resign after the completion of the strategic plan. He urged the Board to put in place a plan for recruiting and selecting his replacement and another alternate member.

10. Next meeting date and agenda items – September 10, 2013. The agenda will include the strategic plan/information gathering and plans for recruitment.

Adjournment was called at 8:32 pm by the President.

Submitted by
Betsy Stroomer, Library Director

Approved on: _____

Betsy Stroomer, Library Director

Susan Kintzle, Library Board Chair
