

**Minutes of the Park County Library
Board of Trustees
October 15, 2024**

The meeting was called to order at 10:04am by Barbara Hickok, President. Also present were: Elaine, Rocksted, Tonya Favinger, Andrew Schroeder, Ed Winter, Jan Buchanan, Carol Davis, and Library Manager Rita Mick.

Barbara called for the approval of the July 16, 2024 Minutes. Elaine so moved, Carol seconded the motion and it was then approved unanimously.

Manager's Report: From Rita, she said:

All four branches had productive and busy Summers. Attendance was good, and seeing the community members express their appreciation for what PCPL has to offer was heartwarming.

- Guffey and Fairplay ALA grant requests have been fulfilled. I hope to wrap up the remaining grant expenditures for Bailey and Lake George by the end of 2024.
- All four Branch Managers, myself, and two of our Trustees attended the 2024 CAL Conference hosted in Breckenridge this year. As always, the workshops, networking, and training opportunities were invaluable. This year's theme was "Beyond the Pages: From Ideas to Impact". We are grateful for the opportunity for this once-a-year professional development event.
- The new Tool Library at the Fairplay Branch has been a resounding success, demonstrating our library's responsiveness to community needs. The community's appreciation and support for this initiative have been heartening. I want to extend my kudos to Megan Bushman and Kaile Simonet for their hard work and efforts in making this a reality.
- At my request, IT has been working hard to upgrade all branch Patron computers. Guffey has been completely updated. Bailey has two new computers, Fairplay has three, and Lake George computers are on the list to be replaced.
- Thanks to more persistence and a slight change in Administration, Fairplay is finally getting a much-needed staff-only bathroom.
- I have worked ardently on needed and missing Collection Development and Reconsideration policies. This includes Collection Development, Reconsideration policies, and cleaning up the Bylaws where term limitations and voting procedures were murky. Sharon Morris and Kieran Hixon with the CDE met us all in Fairplay on 9.23.24 for a special Trustee Training to provide their expertise concerning CO. Library Law and reinforce how to run productive and efficient meetings. Come Dec. 31st, there will be two openings on the Trustee Board. The two stepping down hold the President and Secretary positions. Referrals and recommendations are welcome. They have to be a Park County resident.
- I am working on reapplying for the telehealth award.
- The 2025 budget season is in full swing. I've asked for and received good suggestions concerning the Bailey '08' fund. I am not making any cuts in the '03' fund. I am asking for the Fairplay Manager to be increased from 23.5 hours to 32 hours.

- We received our State Grant award for 2024/2025. \$7424 was awarded. We're always grateful for this grant. \$2754.80 will go toward renewing our EBSCO database, and the remainder will be split evenly among the four branches based on their needs and requests.
- And last but not least, Brittany Pettersen, our state district representative, has nominated Park County Public Libraries for the National Medal Award for Museum and Library Services. The nomination itself is quite an honor. The winners will be announced in the spring of 2025

Old Business:

We continued our discussion about the changes to our Bylaws including term limits and meeting dates (increasing meetings to every other month instead of once a quarter and voting procedures for amending the Bylaws). Andy made a motion and Elaine seconded it to approve these changes, they were then passed unanimously.

We also reviewed the Collection Development and Reconsideration Policies for challenges to books in the PCPL collection. Barbara made a motion and Ed seconded to approve these policies; it was then passed unanimously.

Finally, we reviewed the Trustee application. Elaine made a motion to approve and Ed seconded the motion, it was then passed unanimously.

New Business:

Jan brought up an issue in our by-laws that the Trustee Board is required to put input for the Library Manager's performance review. Rita provided a PCPL Library Manager Evaluation Form with questions that would aid in such a review. She also provided a self-evaluation form for Trustee Board Members.

Since the change to bi-monthly meetings, beginning in January, 2025, we had a discussion as to where each meeting will be held. It was decided that in the winter months, since it can be snowy, that we should meet Fairplay in November, January and March. Then the May meeting will be in Bailey, the July meeting in Guffey and the September meeting in Lake George. We also included an option any month for a ZOOM meeting.

Board Reports:

FRIENDS OF THE BAILEY LIBRARY:

UPDATE FOR PCL BOARD OF TRUSTEES MEETING, OCTOBER 15, 2024

As usual, this is a quiet time of the year for Friends of the Bailey Library. The biggest news to share is that our long-time president, Linda Henley, has recently stepped down from her involvement in the board. She has left some pretty big shoes to fill, but we are excited about what's to come with election of a new board in January!

I've also circulated a copy of the October newsletter that Michaela, Branch Manager, puts together and sends out highlighting some of the awesome programming and events at the Bailey Library! (See attached)

Update on Noxious Weeds Project: As mentioned at the last meeting, we have been working with Lucy Bauer, a local ecologist, and the Teller/Park Conservation district on a collaborative effort to educate the Bailey community on noxious weed identification and control. The first event we hosted was an informational presentation held at the Library on June 29th which focused on general knowledge and noxious weed identification. The second part of the event was a clean-up day at the Library on July 27th which focused more on the physical/mechanical aspects of removing and controlling the spread of noxious weeds. We plan to continue the clean-up/control events on a regular basis and hope to also incorporate fire mitigation and wildfire defense strategies in the near future.

FRIENDS AND FANS OF THE FAIRPLAY LIBRARY:

Report to Park County Library Board

October 15, 2024

From Friends and Fans of the Fairplay Library

The summer library program has morphed into the back-to-school routine and the summer program was deemed a success. Attendance was particularly high on days when the critters came to visit. Kids participated in the many activities offered and appeared in both the July 4th and Burro Days parades.

The tool library is up and running. Until a permanent storage facility can be designated, the tools are being stored safely in the second floor of the Library and are available for check-out. Funds from the grant are still available to purchase additional tools that are requested or recommended by patrons. A lesser-known program, a "Library of Things" has collected such things as a sewing machine, an ice cream maker, etc that can be loaned on a short-term basis.

Changes to the physical plant include the purchase of additional shelving and bright red bookends, roof repairs and reorganization of the sale garage, as well as improvements to the various rooms in the main building. The teen room has been equipped with 2 computers, a TV and furniture and the middle schoolers have a foosball table. The computer room has been reconfigured to improve accessibility and new dividers for better privacy will be purchased. We are looking into ways to improve the current restroom situation.

The newly-organized High Rockies Community School is running a pilot program in anticipation of being accepted by the Colorado Charter School Institute Board. The classes spend one day each week at the library working on academics and literacy skills.

Davis attended Trustees sessions at CALCON in Breckenridge, September 5th. We are still operating without an elected treasurer and are recruiting folks to become members.

The library will be working with the Boys and Girls Club to present a safe Halloween at a party that will be held in the library parking lot.

FRIENDS OF THE GUFFEY LIBRARY:

The Friends of the Guffey Library had a meeting on October 9th. Rita shared her report. Steve reported that CALCON had some great workshops, and he will be using techniques he learned for displaying books at the library. On October 21st, he will be holding a 3D printer class for the Guffey Charter School students.

Our Labor Day Sale for used books and the mini-silent auction was held on Saturday, August 31. We made over \$500, using the donations only format.

We will be holding the annual Trunk or Treat at the library on Thursday, October 31st. We will also be setting up the Silent Auction before and after the kids' visit. We will be accepting donations until October 30th.and the auction will end on December 7th.

Peg Larson resigned as President of the Friends of the Guffey Library, and Craig Cantrell will be assuming that role. We also voted to renew Gail Nelson's position as a member of our Executive Committee.

Our next meeting will be January 8th, 2025 at 1:00.

REPORT FROM THE LAKE GEORGE BRANCH FOR JULY-SEPTEMBER 2024:

The Friends of the Lake George Library/Book Club had their annual used book sale in August and again we used our new make a donation instead of fixed pricing and it went well.

Bonnie, Library Assistant at LG, held another *Story Time and Craft* on Friday, October 11, from 11:00am-12:30pm. It had a fun Halloween theme this year.

We haven't yet decided to do our annual *Good Enough to Give* Holiday Used Book Sale in December this year. For this sale, if we do it, our Friends will donate holiday gift bags, tissue and tags to also sell for a donation to have gifts ready to go.

Our Holiday Party will be on Friday, December 13th this year.

The meeting was adjourned at 11:56am. The next meeting will be on January 21st at 10:00am at the Fairplay Branch.

Respectfully submitted,
Tonya Favinger (Trustee Board Secretary)