

**CITY OF BOULDER  
BOULDER, COLORADO  
BOARDS AND COMMISSIONS MEETING MINUTES**

<b>Name of Board/ Commission:</b> Library Commission
<b>Date of Meeting:</b> August 5, 2020
<b>Contact information preparing summary:</b> Celia Seaton
<b>Commission members present:</b> Juana Gomez, Joel Koenig, Jane Sykes Wilson, Scott Steinbrecher
<b>Commission members not present:</b> Steven Frost
<p><b>Library staff present:</b> Jennifer Phares, Deputy Library Director Celia Seaton, Administrative Specialist Laura Hankins, Collection Development Manager Leanne Slater, Teen Librarian</p> <p><b>City staff present:</b> None</p> <p><b>Members of the public present:</b> Stephan Hagemann, Sydney Fahn</p>
<b>Type of Meeting:</b> Regular   Remote
<b>Agenda Item 1: Reminder: Commissioners please log monthly volunteer hours <a href="#">Count Me In Boulder</a> [0:00:02 Audio min.]</b> The Commission logged their service.
<p><b>Agenda Item 2: Approval of agenda</b> <span style="float: right;"><b>[0:01:19 Audio min.]</b></span> The meeting was called to order and Gomez asked if there were any changes to the agenda. Due to Frost's absence, his update regarding insurance options and performance space outreach will be an item for next month. There was a nod of approval from the commission for this amended agenda.</p>
<p><b>Agenda Item 3: Public comment</b> <span style="float: right;"><b>[0:01:35 Audio min.]</b></span> Fahn introduced herself as a sophomore at Boulder High School and member of the Boulder Teen Advisory Board. Gomez welcomed her and thanked her for her service.</p>
<p><b>Agenda Item 4: Consent agenda</b> <span style="float: right;"><b>[0:05:02 Audio min.]</b></span> a. Approval of July 2020 Meeting Minutes: Koenig moved to approve these minutes, Steinbrecher seconded, and the motion was unanimously approved.</p>
<p><b>Agenda Item 5: Information updates</b> <span style="float: right;"><b>[0:06:01 Audio min.]</b></span> a. Overview of Teen Advisory Boards and upcoming Teen Summit – Slater, teen librarian, spoke (see <a href="#">handouts</a>.) Pre-pandemic, the teen advisory boards were separated by location and met monthly. Merging with the virtual environment necessitated by COVID, the new larger group has been meeting weekly. Slater highlighted importance of social connection for teens who were suddenly isolated due to the pandemic. Microsoft Teams transitioned to Zoom as that virtual software was more familiar and accessible for the teenage audience. Total attendance of 116 teens, with new members recruited in last couple months. Started new book club this week, helmed by Boulder Librarian Julianne Ingram and focused on LGBTQ themes. Sykes Wilson lauded the efforts, she clarified that 116 were the number of total attendants, not individuals, usually 6-7 at a time. Four teens attended this initial book club meeting just recently. Previously, around 5 would show up for the physical meetings of the Teen Advisory Board. Fahn noted her perception that the pandemic and the time of summer, teens are “searching for ways to spend their time that isn’t scrolling through social media.” Also, the convenience of meeting online trumps the previous need for transportation, which can be prohibitive for a teenager. Slater notes that she plans to continue some programs virtually into the future as this format has proven so fruitful.</p> <p>She invited all to the Teen Virtual Summit, premiering this fall. The Summit will focus of the Boulder Teen Book Club’s pick: Meredith Russo’s <i>If I Was Your Girl</i>; sample panelist questions were offered.</p> <p>Gomez asked Slater to describe the physical Teen Space in the library. Slater: space is specially reserved as a safe and welcoming haven for teen patrons. Previously, when the library was open for regular business, a beautiful beehive themed style engages with teens. Lots of outlets for charging right by the window seats. Entire west wall contains maker kits (jewelry, soldering, art markers, watercolors, yarn, etc. for grab-and-go kits). Whiteboard tables for notes and drawings. Computers are mainly used for gaming, large LCD screen offering various gaming</p>

machine consoles. Digital foundry with MAC computer and green screen as well as various other tools. Currently, the space has become a production studio for some of the library's virtual programming.

Sykes Wilson: are teens considered strictly those aged 13-and-over? Are the age restrictions an impediment?

Slater: as a librarian, I try to find ways to say yes and find accommodation. More inclusive age parameters include grades 6 through 12, but she will make exceptions (recently, she made exception for an 18-year old that was not in school and trying to get his life "turned around." He was allowed in the space as long as he adhered to the library rules of conduct, thus receiving important resources and sense of belonging.

Steinbrecher suggested invitation of a commissioner to the teen chats, or to present as a sort of mentor to the teens. Slater loved the idea of more interaction; she has spoken to Frost about leading a workshop for teens. Slater imagines commission members could offer themselves as a resource on an array of topics. Fahn agreed that the teen group would be receptive to visiting adult guests. She herself expressed favor toward the idea of a commissioner visiting the teen chats, especially for any sort of career advice.

Gomez: how diverse is the teen group? Slater doesn't know the specifics demographics, but noted a racially diverse membership. Slater broached the idea of working with the I Have a Dream Foundation, which Gomez is involved with, mentoring young female students. Gomez: I Have a Dream has been doing a virtual book club. Gomez: what age range determines a "young reader?" Slater: juvenile chapter books, 5<sup>th</sup>/6<sup>th</sup>/7<sup>th</sup> grade. Teen books with more mature themes are more for the high school level. Steinbrecher referenced the importance of discourse between the left and the right and maintaining both points of view in the range of materials. "The library is there to present the whole array of perspectives." Gomez: dozens of sides to every argument. Slater: One Book One Boulder's focus on Ijeoma Oluo's *So You Want to Talk About Race* specifically gears conversation toward exploring these issues. Slater invited commission to reach out if any further input or questions arise. She also invited commission to arrange a visit to attend an upcoming teen chat.

- b. Impacts of the pandemic and 2020 budget reductions on library collection development – Laura Hankins, collection development manager spoke next (see [handouts](#)). She referenced the early days of the pandemic, pivoting services (busy keeping up with responses on Ask-A-Librarian), and how her team is now buying for the collection around COVID-19, Black Lives Matter, etc. Some of the books that are on the top of the list again were older releases (e.g., *How Not To Be A Racist*). She is primarily stocking the collection with items that will assist public in understanding current social issues. Gomez asked about impact of budget reduction. Hankins: rather deep cut necessitated decision to buy less best-sellers, supporting more of the community's interest in nonfiction.

Koenig asked about overall spending now vs. last year – 60% spent on paper items, and the rest going to information databases. Now, more than flipped in percentage, likely 90% electronic purchasing and a very small amount of paper purchasing at this point.

Steinbrecher wondered about the possibility of donated books being placed in the collection? Also, would there be any work with Boulder Library Foundation to acquire more funds for the collection? Responding to the second question, Hankins noted that BLF has been very generous, but it doesn't tend to fund the operating costs of the collection. Regarding the former, if Hankins has been searching for a specific title, she will relay to Kate Kelsch who manages the volunteers that handle the donation flow. Some vendors help with the materials needed for a book to be placed in the library (stickering, cataloguing records, etc.) – donated materials have to be put through this high-touch and pricy procedure to get an item "shelf-ready." Generally, the Foundation does not fund physical materials, computers, and staff time as these are items that they feel should be covered by the city. Due to the recent budget cuts, BLF has stepped up tremendously to assist (HALO fund, monies for the north Boulder branch). Sykes Wilson doesn't sense that they "feel great" about the way the city has been stepping up to fill the gaps. Sykes Wilson asked Hankins how she as a neighbor can communicate what a 17% cut means for the average patron? Hankins: one of the things that frontline staff have been grateful for is that the community has not been feeling the impact. The effect may be more felt a couple months down the road as library practices normalize beyond the current soft opening and the heavier users come back. She will relay any pertinent updates through staff to commission.

- c. Library reopening: report on current library services – reopened 7 days a week with a reduced schedule – permitted ten staff in building at any one time along with up to 50 patrons. Antonia Gaona managed modifications and logistics (spaced out computers, mask offerings, etc.) – public has been conscientious and compliant. Quarantining materials for three days before return to the collection. Sanitizing items that are on display in the limited browsing areas. Meadows branch is open for pickup and have moved a self-check machine alongside the holds pick-up in the meeting room; a small unadvertised browsing collection also offered. Home Delivery program expansion kicked off last week with 15 additional patrons on top of the usual users. In response to Koenig's query, patrons are able to

self-sanitize their stations around the computer stations at Main. Sykes Wilson asked about temperature checks. Phares: staff required to do temperature checks either before leaving home or upon arrival at the library. If any symptoms arise, staff is asked to stay home. To maintain capacity guidelines, employees are asked to log when they come into the library so that the number of people in the building at any one time can be tracked. Privacy issues surround testing/temperature taking of the public. To reduce the amount of money being handled by staff, credit cards now accepted for copies and patrons are allowed 10 free copies.

**Agenda Item 6: Library Commission Update**

**[1:32:56 Audio min.]**

- a. Items from Commission
  - i. Ongoing outreach efforts – Joni Teter, former Library Commission chair, and Gomez will be meeting with Council Woman Junie Joseph to discuss budget.
- b. Updates from commissioners representing the Commission in other venues (verbal)
  - i. Boulder Library Foundation (BLF) update (Sykes Wilson/Koenig) – update on HALO they have stopped collecting money for this effort, not as much of an ask as expected. Keeping fund open as anticipation of further staff layoffs looms in the future.
  - ii. Library Champions – joint efforts
- c. Update on emails and phone calls to Library Commission – none.

**Agenda Item 7: Library and Arts Director's Report**

**[1:40:41 Audio min.]**

- a. North Boulder Branch Library Update – August 20<sup>th</sup> meeting with the Planning Board.
- b. Library Performance Measures Q2 -2020 – in a forthcoming packet.
- c. Key dates for 2021 City budget development – August 20<sup>th</sup> – the library will be part of the Capital Improvement Plan discussions with Planning Board before going to City Council for budget discussion (whose first reading is planned for October 6<sup>th</sup>). George Reynolds branch library space reconfiguration will be considered.
- d. Update on library staff reassignment – see revised organization charts in [packet](#). Using staff in creative ways to meet the needs of the community meant that some staff is temporarily assigned to new supervision, or involved in special teams.
- e. Update on One Book One Boulder program kick-off – information and highlighted dates found [here](#).

Discussion of next year's budget request to redirect monies typically used to contract a security firm to instead secure an in-house peer navigator and security team. Hope to hire and train people with a high level of customer service. Clarification that this would not be a request for new money, just a request to get the FTE in place to go forward. If approved, there will be commission input requested regarding the scope of those posts. Gomez approved of this change to the security image/job description.

**Agenda Item 8: Adjournment**

**[2:09:15 Audio min.]**

There being no further business to come before the commission at this time, the meeting was adjourned.

**Date, time, and location of next meeting:**

The next Library Commission meeting will be at 6 p.m. on Wednesday, September 2, 2020, through a virtual setting.

**Commissioner Gomez approved these minutes on September 2, 2020; and Celia Seaton attested to it.**