

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

<b>Name of Board/ Commission:</b> Library Commission	
<b>Date of Meeting:</b> April 7, 2021	
<b>Contact information preparing summary:</b> Celia Seaton	
<b>Commission members present:</b> Joel Koenig, Jane Sykes Wilson, Steven Frost, Scott Steinbrecher, Benita Duran (arrived during Item 5c)	
<b>Commission members not present:</b>	
<b>Library staff present:</b> David Farnan, Director of Library & Arts Jennifer Phares, Deputy Library Director Celia Seaton, Administrative Specialist	
<b>City staff present:</b>	
<b>Members of the public present:</b> None	
<b>Type of Meeting:</b> Regular   Remote	
<b>Agenda Item 1: Review of Online Meeting Guidelines</b>	<b>[0:00:00 Audio min.]</b>
<b>Agenda Item 2: Reminder: Commissioners please log monthly volunteer hours <a href="#">Count Me In Boulder</a></b> [0:00:00 Audio min.] The Commission logged their service.	
<b>Agenda Item 3: Approval of agenda</b>	<b>[0:00:07 Audio min.]</b>
The meeting was called to order and Koenig asked if there were any changes to the agenda. There was a nod of approval from the commission for this amended agenda.	
<b>Agenda Item 4: Public comment</b>	<b>[0:00:17 Audio min.]</b>
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<b>Agenda Item 5: Consent agenda</b>	<b>[0:00:26 Audio min.]</b>
<ul style="list-style-type: none"> <li>a. Approval of February 3, 2021 Meeting Minutes: Sykes Wilson moved to approve these minutes, Koenig seconded, and the motion was unanimously approved.</li> <li>b. Approval of March 13, 2021 Retreat Meeting Minutes: Sykes Wilson moved to approve these minutes, Koenig seconded, and the motion was unanimously approved.</li> <li>c. Approval of the Annual Volunteer Appreciation Letter – see <a href="#">handout</a>. Duran: nice gesture. Koenig: Spot on. Sykes Wilson agreed that the message was “very necessary this year.” Frost made a motion to approve the letter as drafted. Koenig seconded, and all were in favor.</li> </ul>	
<b>Agenda Item 6: Welcome and administer oath of office to new commissioner Benita Duran</b>	<b>[0:04:15 Audio min.]</b>
Duran was sworn in by Koenig.	
Duran has vast experience in local government, serving at one time as the assistant city manager in Boulder. She has maintained a consulting business for the past 5 years in the areas of economic and community development. A dedicated volunteer, she currently serves on the board of Boulder Community Health and the State Economic Development Commission.	
<b>Agenda Item 7: Elect Library Commission officers and Boulder Library Foundation members</b>	<b>[0:05:37 Audio min.]</b>
Koenig nominated Sykes Wilson for Library Commission chair. Frost seconded. Approval was unanimous.	
Koenig nominated Frost for Library Commission vice chair. Sykes Wilson seconded. Approval was unanimous.	
Boulder Library Foundation appointment: Steinbrecher and Koenig volunteered and were approved for the next year of service on the BLF.	
<b>Agenda Item 8: Reflections and impact to the library from the March 22, 2021 Tragedy at Table Mesa King Soopers</b>	<b>[0:13:31 Audio min.]</b>
<ul style="list-style-type: none"> <li>a. Review library security practices – see <a href="#">packet</a> for historical assessment and context around the use of library security.</li> </ul>	

Duran wondered about the staff view. In the past, staff has strongly supported unarmed guards. When guards have been armed, there has never been a library incident requiring the drawing of a weapon from security. Sykes Wilson wondered whether the staff in the small space of NoBo Corner Library had ever felt unsafe – Farnan replied that he has never heard any concern, and typically two staff were stationed there at any one time. Farnan noted that active shooter training has occurred on site at all buildings. Walkie talkies are available at Main for alternative communication. In response to Steinbrecher’s query, Farnan clarified that Meadows and Main both have surveillance cameras – the footage is typically only reviewed and sent to police in the event of a crisis event. George Reynolds Branch will incorporate surveillance cameras into its design during the upcoming “refresh” project.

Steinbrecher suggested employing a consultant to assist in analysis of the north side of the building and gallery area where crowds tend to grow. Staff responded that the security officer’s desk is adjacent to the gallery in the north building; additionally, the gallery is outfitted with security cameras. Boulder Police completed a tour of the building alongside staff who is trained on the exits throughout the building. Koenig: historically, during special events in the gallery or theater, has the library ever requested additional security be employed? No, but the library has required some groups to employ the library security (two officers in some instances, especially when alcohol was being served).

Sykes Wilson inquired whether the recent King Soopers tragedy has affected the comfort level of staff in regard to the current security measures. Duran suggested that the city may be creating a different set of parameters around security in a cross-departmental manner; perhaps it is best left to the executive team to create a cohesive security over all city facilities. Farnan: thus far, there has not been an over-arching plan – however, the city has been considering more of a security presence in some areas due to increased crime. Boulder Police Department, when consulted, saw no need for the Library security team to be armed. BPD response has been remarkably swift in his experience. Farnan agreed that he saw no need for change.

Steinbrecher wondered whether staff is trained on how to facilitate safety measures for the public in an emergency. Farnan: staff is directed to verbally address patrons to leave in the case of an emergency, but also not to wait or delay their own escape.

**Agenda Item 9: Discussion of April 20<sup>th</sup> City Council Public Hearing on Library District [0:31:40 Audio min.]**

- a. Statement to City Council from the library commission – Farnan noted that council has allotted two hours for this item. City staff is presenting options for sustainable funding (either formation of a district with a committee to create an IGA, or a potential 2021 ballot option of city tax.) He suggested that it may go over time depending on the quantity of public comment. Koenig encouraged each of the commissioners to sign up for the public comment in order to advocate for the district formation. He recommended commission be available for potential questions.

Duran: what is the goal of commission pertaining to the public hearing? Commission consensus over the past couple years falls toward formation of a district – this is the resolution that commission is hoping council will make at the April 20<sup>th</sup> meeting.

**Agenda Item 10: Library Commission Update**

**[0:59:41 Audio min.]**

- a. Items from Commission
  - i. Ongoing outreach efforts
- b. Updates from commissioners representing the Commission in other venues (verbal)
  - ii. Boulder Library Foundation (BLF) update (Sykes Wilson/Koenig) – the foundation is recruiting for an executive director position. Officers will be elected soon.
- c. Update on emails and phone calls to Library Commission

**Agenda Item 11: Library and Arts Director’s Report**

**[1:02:57 Audio min.]**

- a. Budget update 2021 Adjustment to Base Budget ATB1 (see separate memo in [packet.](#))
- b. North Boulder Branch Library update – architect and contractor will be consulting to resolve issues around the cost discrepancy between the bids received and the initial estimates. The building would likely not be built until 2023.
- c. Update on current library services
- d. Schedule change: Security Position Update rescheduled from May to June.

**Agenda Item 9: Adjournment**

**[1:18:34 Audio min.]**

Frost will be hosting an anime cosplay workshop with Teen Services through online programming in May, crafting ears and tails and discussing favorite anime.

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, May 5, 2021, through a virtual setting.

**Commissioner Sykes Wilson approved these minutes on May 5, 2021; and Celia Seaton attested to it.**