

**Meeting date:** Wednesday, June 2, 2021

**Location:** Zoom Meeting

**Meeting start time:** 6 p.m.

1. Review Online Meeting Guidelines
2. Reminder: Commissioners please submit monthly volunteer hours in the chat or log them in [Count Me In Boulder](#)
3. Approval of agenda
4. Public comment
5. Consent agenda
  - a. Approval of May 5, 2021 minutes
6. Update about Library Security Plan – Tim McClelland, Patron Services Manager, & Antonia Gaona, Public Services Manager.
7. Debrief May 18, 2021 City Council Public Hearing on Library
8. Update about 2022 City Budget Process
9. Library Commission update
  - a. Items from commission
    - i. Discuss impact of the face covering mandate expiring and options for the libraries
  - b. Update on library district discussions with City Council
  - c. Ongoing outreach efforts
  - d. Updates from commissioners representing the Commission in other venues (verbal)
    - i. Boulder Library Foundation (BLF) update (Steinbrecher/Koenig)
  - e. Update on emails and phone calls to Library Commission
10. Library Director's report
  - a. North Boulder Branch Library update
  - b. Update on current library services

2021 Library Commissioners

Jane Sykes Wilson

Joel Koenig

Steven Frost

Scott Steinbrecher

Benita Duran

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

<b>Name of Board/ Commission:</b> Library Commission	
<b>Date of Meeting:</b> May 5, 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	
<b>Commission members not present:</b> none.	
<b>Library staff present:</b> David Farnan, Director of Library & Arts Jennifer Phares, Deputy Library Director Celia Seaton, Administrative Specialist Anne Ledford, Children and Teen Library Manager	
<b>City staff present:</b> none.	
<b>Members of the public present:</b> Enas Saleh, Zoe Zakrzewski, Alan Anderson, Matthew Turner	
<b>Type of Meeting:</b> Regular   Remote	
<b>Agenda Item 1: Review of Online Meeting Guidelines</b>	<b>[0:00:25 Audio min.]</b>
<b>Agenda Item 2: Reminder: Commissioners please log monthly volunteer hours <a href="#">Count Me In Boulder</a></b> [0:03:47 Audio min.] The Commission logged their service.	
<b>Agenda Item 3: Approval of agenda</b>	<b>[0:01:19 Audio min.]</b>
The meeting was called to order and Sykes Wilson asked if there were any changes to the agenda. There was a nod of approval for the agenda as submitted.	
<b>Agenda Item 4: Public comment</b>	<b>[0:05:12 Audio min.]</b>
None.	
<b>Agenda Item 5: Consent agenda</b>	<b>[0:05:22 Audio min.]</b>
a. Approval of April 2021 Meeting Minutes: Koenig moved to approve these minutes as submitted. Frost seconded, and the motion was unanimously approved.	
<b>Agenda Item 6: Present Summer of Discovery Program plan</b>	<b>[0:06:27 Audio min.]</b>
Ledford presented on major goals for Summer of Discovery 2021 program, themed “Our Connected World.” Increased accessibility will aim to address the digital divide. Outreach to underserved communities and special attention to Boulder’s Spanish-speaking community will include translated resources such as magnets and logbooks. Logs will go out in the “summer shuffle” kits that Book Rich Environments will distribute in June/July. Staff also hopes to increase public participation from 2020: a new community reading goal has been set at of 500,000 minutes of reading (by total participants). Diverse program presenters feature a BIPOC storyteller during drag queen story-time along with several bilingual poetry workshops. <a href="https://boulderlibrary.org/summer/">https://boulderlibrary.org/summer/</a>	
Sign-up prizes involve books for pre-readers and kids; teens and adults receive a journal. Completion prizes are all experiential-based: free ice cream and entry to Gateway Park Fun Center ( <a href="https://gatewayfunpark.com/">https://gatewayfunpark.com/</a> ).	
2021 will be the 2 <sup>nd</sup> year inquiring on preferred language to hopefully gain a better understanding of the diversity of the participants.	
Koenig wondered about the expected number of participants. Ledford responded that she hopes to hit numbers closer to the 2019 statistics, but wants to be conservative in estimates. Koenig: “understandable.” Ledford will get the numbers of the winter reading program to Sykes Wilson for comparison.	
Sykes Wilson wondered if the program will include paper logs and in-person registration in addition to the online registration. Ledford agreed that both methods will be employed as the library is now fully reopened. Additionally, “community connectors” will conduct outreach to schools. Ledford: we will make it clear that they can get a paper log at a branch, and will be encouraging people to come into the branches as that will be necessary to pick up the registration book	

benefit. Sykes likes the 11-week length as this longer schedule better accommodates summer scheduling. In response to inquiries, staff responded that a Jeff and Page concert will be livestreamed at the end of the summer in celebration. Ledford also clarified that the Beanstack software is able to track the most popular titles chosen, among an array of other metrics.

Duran wondered about a specific role commission could fill vis-à-vis the program. Ledford has not heard a challenge like that before. Sykes Wilson liked the idea of a press release for outreach, she will consider other suggestions such as a commission goal of reading time.

Frost thanked Ledford, he looks forward to Summer of Discovery every year and plans to participate again in 2021. Registration is open as of today, May 5<sup>th</sup>.

**Agenda Item 7: Information on 2022 City Budget Process**

**[0:33:42 Audio min.]**

Farnan noted that a brief overview is available in the [packet](#). This process is still in the early stages. Library intends to ask for full restoration of funding (back to 2019 levels) for 2022. At this point, staff is unsure how realistic that outcome may be due to the city's economic position; Farnan will be meeting with leadership team tomorrow. At some point in the next month, library staff will be meeting with the executive budget team (ebt) who will likely request prioritization per master plan goals. August will bring the City Manager's budget to City Council with readings in October. Farnan noted that funding for north Boulder branch library will be left out of the requests since staff do not expect this building opening until 2023. The planned requested gap totals 1.4 million dollars. Koenig asked about the FTE count. Farnan noted that 2.75 manager-level positions are being held vacant. An additional 13.25 FTE were cut – this will be requested along with full restoration of the substitute staff budget.

**Agenda Item 8: Library Commission Update**

**[0:45:50 Audio min.]**

- a. Items from Commission
- b. Update on library district discussions with City Council – Sykes Wilson encouraged commissioners and their contacts to sign up to speak at the public hearing on May 18<sup>th</sup>.
- c. Ongoing outreach efforts
- d. Updates from commissioners representing the Commission in other venues (verbal)
  - i. Boulder Library Foundation (BLF) update (Steinbrecher/Koenig) – Koenig noted the continued recruitment for an executive director. Steinbrecher announced some planned cross-marketing between Parks and Recreation, and the OSMP's champions; he believes this collaboration will be rewarding. Koenig will follow up with the Library Champions to see if they would be able to reach out to the other advocacy groups (such as PLAY Boulder).
- e. Update on emails and phone calls to Library Commission

**Agenda Item 9: Library and Arts Director's Report**

**[0:52:58 Audio min.]**

- a. Information about May 18, 2021 City Council Public Hearing on Library Funding
- b. North Boulder Branch Library update - per [packet](#), the building likely won't be completed until early 2023. Contractor will be selected in the next few months.
- c. Update on current library services and COVID restriction changes – George Reynolds Branch will open for carryout in the next couple weeks; story-time has begun again at Main. The Canyon Gallery is due to reopen in August, hopefully in conjunction with the café. If the health conditions do change, the library is poised to scale back as deemed appropriate. Farnan commended the staff who he sees “pushing themselves to the limit” to serve the community.
- d. 2021 Q1 library usage statistics – see Performance Measures on [website](#).
- e. Colorado Association of Libraries 2021 Annual Conference – information to be released soon.

**Agenda Item 10: Adjournment**

**[1:02:30 Audio min.]**

Benita wondered about the future possibility of commission in-person meetings. Farnan explained that the council may vote for its own meetings to be held in-person by the end of July; council's direction has been that if boards and commissions return to in-person meetings, October 2021 would be earliest. The meetings may be offered as in-person and virtual per the desire of the commission at that time.

Duran will be out of town for the next council meeting. She wondered whether commission has in the past co-signed a letter regarding the district. In its annual letter to council for every year since 2018, commission has fully endorsed the district.

Sykes Wilson asked about the recent change in the state's mask mandate. Farnan replied that library patrons will still need to wear masks at the time of this meeting.

Steinbrecher sees stories of the future and control in the discussion of the district. Determining the funding will determine the stories told and remembered. He sees how council has been reluctant for several years possibly due to reluctance at relinquishing control, but both the option of the city tax and the subcommittee allow council to maintain a level of control over the eventual outcome.

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, June 2, 2021, through a virtual setting.

APPROVED BY:

ATTESTED:

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**May 28, 2021**

**TO:** Library Commission

**FROM:** David Farnan, Library and Arts Director  
Jennifer Phares, Deputy Library Director

**SUBJECT:** Update about Library Security Plan

During the June 2, 2021 Library Commission meeting, Tim McClelland, Patron Services Manager and Antonia Gaona, Public Services Manager will provide the commission with an update about the Library's security plan and answer questions. McClelland currently oversees the security contract and daily work of the security officers. He also represents Boulder Public Library on a regional public library security managers group.

McClelland and Gaona have investigated the option of bringing security services in-house and will discuss their findings and the plan accepted by the Library Leadership Team for security and peer navigator services in 2021 and 2022 for the Main Library.