

RECORD OF PROCEEDINGS
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

OF THE

BOULDER PUBLIC LIBRARY DISTRICT

Held: Tuesday, August 6, 2024, at 6:00 p.m. at the Boulder Public Library, Nobo Library Community Room, 4500 13th Street, Boulder CO

Person preparing summary: Celia Seaton

The meeting of the Board of Trustees of the Boulder Public Library District was called and held as shown above in accordance with the statutes of the State of Colorado. The following Trustees, having confirmed their qualifications to serve on the Board, were in attendance:

Andy Saylor
Benita Duran
Tom Cosgrove
Sylvia Wirba
Doug Hamilton
Sam Fuqua

Also present were Kim J. Seter, Esq. from Seter & Vander Wall, P.C.; David Farnan, Director of the Boulder Public Library; Jennifer Phares, Deputy Director of the Boulder Public Library; Celia Seaton, Executive Assistant of the Boulder Public Library; Tim McClelland, Public Services Department Manager; and Chris Barge, Executive Director of the Boulder Public Library Foundation. The Trustees were joined for dinner preceding the meeting by members of the Boulder Library Foundation who then attended: Kitty deKieffer, Sharon Bloom, Alice Brown, Jenny Slade, Julie Yates, and Kristin Centanni.

Members of the public present: None.

Type of Meeting: Special

Agenda Item 1: Call to order

Trustee Hamilton called the meeting to order at 6:01 p.m. noting that a sufficient number of appointed trustees were present to create a quorum authorized to act on behalf of the District.

Agenda Item 2: Public comment

None.

Agenda Item 3: Consider Approval of Minutes of July 16, 2024

- a. Following motion from Trustee Duran and second from Trustee Saylor, these minutes were approved unanimously. Cosgrove abstained as he had been absent.

Agenda Item 4: Boulder Library Foundation Updates

Chris Barge referenced the “deep history” indicating how Boulder’s library system has always been “powered by philanthropy,” starting with Boulder’s first librarian, Clara Savory, who collected donations for a reading room at Spruce and Broadway. She opened Boulder’s first library in 1907 after successfully winning a grant from Andrew Carnegie (this is the present site of Boulder’s Carnegie Library for Local History.) Barge brought the timeline of philanthropic efforts around to the current day, with the Boulder Library Foundation now in its fifth decade of funding support for the library’s expansion of programs and services (including the Oral History Program maintained by Carnegie staff).

Board President Kitty deKieffer spoke next on BLF's growth into a strongly rooted professional organization, with leadership intentionally developing a "foundation for the Foundation" by updating everything from recruitment approach to fundraising strategy. [The 50 Year Foundation Gala anniversary celebration and fundraiser held at the Main Library on September 26](#) will feature Bonnie Garmus, author of *Lessons in Chemistry*; ticket sales already reflect sold out status.

Jenny Slade reported one of the most frequently asked questions that she receives as a member of BLF's board: why does the library need a foundation now that it operates with district funding? Barge noted that library finally has staffing levels that enable expanded programming – he likened the previous contribution from BLF as "watering a parched desert" due to scarce staff resources. Now with district funding, the budget has gone from "desperate" to "adequate." Thus, Barge feels "the case for support is not hard to make."

Fuqua reflected on the cost associated with tackling the "enormous" list of deferred library maintenance needs; he still sees need for funding support from BLF around programming. As staff estimate, maintaining and fixing the backlog of facilities needs will cost around \$54,000,000.

Barge emphasized the importance of alignment and collaboration between the Library and the Foundation. He appreciates partnering with the "strong [library] staff culture." Duran agreed that the two groups are "connected at the hip" with an alliance that is represented in the guiding documents of the Trustees. Hamilton feels impressed by the new BLF leadership and the strong directions the group has taken in the last few years. The group expressed excitement at these two groups working together to enrich local arts and education programming and respond to the community's other needs and desires.

Agenda Item 5: 2023 Security Incident and Suspension Report

Farnan: the library placed a "heavy investment in security" in 2024, situating guards in all the library buildings that are open to the public. He noted a "pretty similar" pattern of incidents and suspensions as compared to the tallies from previous years, with an expected increase during the summer and winter seasons. He noted a recent uptick in the length of suspensions which coincides with the installation of the HALO system in the bathroom spaces. This tool assists in quick apprehension of any smoking or vaping activity in the bathroom stalls by alerting the appropriate staff to the location. No matter the contrition or excuse provided by the individual, a standard year-long suspension will result from the infraction of smoking or vaping in the library.

As Farnan explained, the appeals process for contested suspensions previously went through the City of Boulder court system and would be heard by a judge. The current process for appeal involves a review by Public Services Manager McClelland and Director Farnan.

In response to Duran's question, staff clarified that while the rules are presented in both English and Spanish, the form is only given in English. Duran wondered whether the English-only form has caused any issues for patrons; McClelland responded that he has not encountered any.

Agenda Item 6: Library Policy Review

- a. Materials Donation Guidelines – staff indicated the [draft version of this document as presented in the packet](#). Wirba suggested simplifying the text under the example images to reference just "mass market" and "trade" publications. Saylor suggested clearly delineating between these guidelines and the process for donations to the Carnegie Library for Local History (which maintains different parameters). Barge complimented Volunteer Manager Sophia Surage and the team of volunteers who efficiently manage the donations for the library's used bookstore. He also praised the clarity of these Materials Donation Guidelines, which he referenced in response to a donor's recent query.

Hamilton made a motion to approve the Materials Donation Guidelines. Saylor seconded, and the motion passed unanimously.

- b. Unattended Children Policy – [both clean and tracked versions are available in the packet](#). McClelland clarified that these guidelines also apply to instances of disruptive children. Staff welcomed feedback. Duran inquired whether age limits were defined in the document. McClelland responded no; library policy leaves these considerations to the appropriate parent or guardian to decide.

Hamilton made a motion to approve the Unattended Children Policy. Duran seconded, and the motion passed unanimously.

Agenda Item 7: Director Updates

Farnan reported that Carnegie Library for Local History has hired Archive Manager Caroline Woodiel; she joined the team on July 15. One of her first projects will involve reopening the Pine Street location with regular hours for the public. The appointment system will be retained as this option has proven popular with patrons.

Staff will send out the Retreat Meeting packet later this week. Farnan reminded the group to meet at the site of the future Gunbarrel library branch on Sunday morning. He provided a brief outline of the expected agenda: a tour of the space after breakfast; a preview of the upcoming presentation for City Council; discussion on outreach, hiring, and budget; and following lunch, strategic planning and objectives around building investment, digital resources, library use, and safety issues.

Agenda Item 8: Trustee Matters

- a. Select speaker for PERL (People Engaged in Raising Leaders) Program: next meeting will be Saturday, 9/28 – Hamilton volunteered to represent the board at this event; Duran and Fuqua offered backup support.
- b. Schedule discussion: 8/20 and 9/3 – The group agreed to cancel these two meetings. The upcoming retreat will be held this coming Sunday, August 11, at the site of the future Gunbarrel Library, 6500 Lookout Road. A joint meeting is planned with the Boulder County Commissioners on August 29 in the commissioner’s hearing room. A meeting and dinner with Boulder City Council will occur September 19 in council chambers. The next regular meeting of the Trustees is set for September 17. Farnan: ideally, by the end of the year, the board will be on pace to meet just once a month.

Agenda Item 9: Legal Counsel Updates

None.

Agenda Item 10: Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 7:22 p.m.

Sylvia Wirba
Sylvia Wirba (Sep 23, 2024 11:45 MDT)

Attestation







08.06.24 BoT Minutes Special Ready for Signature

Final Audit Report

2024-09-23

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