

**Boulder Public Library Commission**

March 2, 2011

Main Branch Library

Arapahoe Conference room

7:15 p.m.

**AGENDA**

Call to Order

Approval of Minutes

Public Participation

Thank you Nadia Haddad

Matters from the Director & Staff

- Introduction of Leanne Rizzo, Library Administrative Specialist
- Library Director Interviews – Eileen Gomez, Human Resources Director
- Update on Library matters

Matters from the Commission

- Library promotion at the Boulder Creek Festival
- Commission priority discussion: Stable funding
- Schedule for big projects this year -- installation of new carpet and wiring.

Adjournment

**Draft Minutes**  
**For the Boulder Public Library Commission**  
February 2, 2011

COMMISSION MEMBERS PRESENT

Nadia Haddad  
Sam Fuqua  
Anne Sawyer  
Annette Mitchell  
Celeste Landry

LIBRARY STAFF PRESENT

Jennifer Miles, Acting Library & Arts Director  
Melinda Mattingly, Reference & Collections Manager  
Joe Gaona, Acting Library Applications and Systems Manager  
Greg Ravenwood, Acting Arts and Cultural Program Manager  
Terri Lewis, Technical Services Supervisor  
Diana Sherry, Community Literacy & Learning Manager  
Tina Walker, Administrative Assistant  
Kathleen Janosko, Finance Assistant  
Gwen Holton, Branch Library Specialist

Paul Fetherston, Deputy City Manager  
Eileen Gomez, Human Resource Director  
Bob Eichen, Finance Director  
David Mallett, Finance & Class Systems Specialist

COMMISSION MEMBERS ABSENT

None

PUBLIC PRESENT

None

CALL TO ORDER

The meeting was called to order at 7:15 p.m.

## APPROVAL OF MINUTE

The minutes of January 3, 2011 were approved as amended.

## PUBLIC PARTICIPATION

None

## MATTERS FROM THE DIRECTOR & STAFF

**Library Director Search Process** – Paul Fetherston and Eileen Gomez attended the meeting to answer the Commissioners questions regarding the announcement that the city of Boulder will extend the search for Boulder Public Library Director. The Commissioners asked questions regarding the process, and costs involved. They were advised that that the recruiter has been retained, there will be no additional recruitment costs. The process will be the same. Commissioner Haddad asked if the city would be doing something differently to seek better candidates, and Eileen Gomez advised that there would be event searches added. Commissioner Landry expressed concern about what the community reaction will be.

**Library Leadership Team Introductions** - Joe Gaona, Acting Library Application & Systems Support Manager, Greg Ravenwood, Acting Arts & Cultural Program Manager, Terri Lewis, Technical Support Supervisor, Diana Sherry, Community Literacy and Learning Manager, and Melinda Mattingly, Reference & Collections Manager introduced themselves to the Library Commission.

**2011 Budget Overview** – David Mallett, Finance and Class Systems Specialist gave an overview of the budget documents included in the Library Commission packets which included; 2011 Library Operating Budget Revenue summary, 2011 Library Operating Budget Summary, and 2011 Library Non-Personnel Budget.

**Warner Trust** – The Commission unanimously moved to approve a resolution concerning the acceptance of revenue from the Warner Charitable Trust.

**Updates on the café, limited service options in North Boulder and revised BPL logo** - Jennifer Miles advised the Commission that the negotiations with an outside vendor for the construction of a new café were concluded and that staff will pursue vending machine options for the short term replacement of café services, and continue to evaluate other flexible food service options such as carts. She also stated that a recent newspaper article generated some interest from vendors who either provide vending machines or cart-based café services.

Miles advised that there has been no action in the past month regarding limited service options for North Boulder, and the Boulder Public Library Logo. Commissioner Landry asked what is next on action for North Boulder. Jennifer Miles stated that this will require more research and development of costs and a detailed plan. Nadia Haddad said that we are in a holding pattern at this time until the new director is hired. Commissioner Landry asked who would be working on the logo, and if the Commission would have more information on these items next month. Haddad stated that the logo change needs to be tabled at this time.

#### MATTERS FROM THE COMMISSION

**Update on Library Director Interviews** – Anne Sawyer stated that the interview process was well planned, and went well. Sam Fuqua stated that although he thought that the interview process was well done, but that he would have preferred that Commission involvement had been included earlier in the planning process.

**Update on January 14<sup>th</sup> meeting with the City Manager regarding funding request involving the library's portion of the 0.38 sales tax** – Commissioners Haddad and Fuqua shared information about the meeting with the City Manager on January 14, 2011. Haddad said that their hope was for a conversation specifically to discuss the Library's portion of the .38 sales tax, but it was clear that this was not the focus of the conversation. The idea of an efficiency study for the library was discussed at this meeting.

**Discussion on whether the Commission supports pursuit of an efficiency study** – The Commission agreed although they supported a efficiency study, they agreed that pursuit of an efficiency study will be discussed at a later date after the after the RFID project is completed, and a new director is hired. Except for a smaller study that focuses on space planning, the Commission unanimously approved to table the efficiency study.

**Library Commission priorities for the year, and how to implement** - The Commission discussed their priorities for the year. The six goals were unanimously approved were: 1. Reassessing funding needs, 2. Service options for North Boulder, 3. Better communication with the community, 4. Moving forward on capital improvement projects, 5. Exploring a Virtual Branch Library, and 6. Getting clarification from the City Attorney about the definition of the role of the Library Commission.

#### ADJOURNMENT

The meeting was adjourned at 9:05