Minutes June 7, 2012

# Meeting Summary

- \* The Library Foundation sold 34 bricks generating over \$3000
- \* Judy Johnson is the new Library Friends liaison
- \* Prioritized 2013 Budget decision items

#### Roll Call

Present: Manish Jani, Bob Juszynski, Kerry Pettis, Colleen Sawyer, Kathleen Janosko,

Judy Johnson, Laurie Huff Absent: Martha Derda Also present: Roberta Depp

### Agenda Minutes

#### Call to Order:

The meeting was called to order at 6:32 p.m.

### Minutes:

The minutes of the May 3<sup>rd</sup> 2012 meeting were accepted with amendments.

### Reports:

## Friends of the Library—Laurie Huff

Laurie reported that a big sale is planned for October 10<sup>th</sup> 2012. The last big sale was held on March 31<sup>st</sup> 2012. Moving forward, big sales will be held once a year in fall. A bargain sale is planned for late summer. She also mentioned new volunteers have been trained and additional volunteers are needed. Laurie is stepping down as the liaison and Judy is taking her place effective immediately. The next meeting is scheduled for July 10<sup>th</sup> 2012.

### Library Foundation—Colleen Sawyer

The brick sale was a success with a sale of 34 bricks generating over \$3000. All but one of these bricks have been received and installed. Certificates, photos and thank you notes are being sent to people who ordered these bricks. A map detailing the layout of the bricks is being prepared and will be available in the administrative office.

Another brick sale is being planned in conjunction with Broomfield days. Campaigning will start in the middle of August for 6 weeks with the order being placed in the end of September.

# One Book, One Broomfield—Kerry Pettis

Kerry said One Book, One Broomfield committee has not met since the last library board meeting and hence did not have anything to report. Roberta added that a contract has been signed with the author. A final draft of the brochure is still in the works.

Traditionally the Mayor announces the book in a city council meeting in July or August followed by a book review by Kerry. The next meeting is scheduled for July 11<sup>th</sup> 2012.

Director of Library Services—Roberta Depp See attached report.

Other Business None.

### Old Business:

City Facilities Master Plan

Roberta said the city council is continuing studies for prioritizing and financing projects. The human services building is high on the priority list and is likely to be constructed using city funds while other projects may be funded using bonds. CIP presented cost estimates to the city council for all departments. Roberta will have more information from the city manager at the next meeting.

# Library Strategic Plan

Roberta had a survey for the library board to complete in 2 weeks. Bob volunteered to collect and compile the results. A survey for patrons is also planned in the near future. Roberta mentioned there have been community-wide library surveys approximately once every ten years.

Appoint Liaison to Library Friends

Judy is replacing Laurie as the liaison effective immediately

Other

None.

### **New Business:**

2013 Budget

Roberta presented a decision package of the following three decision items reduced from a prior list of 12 decision items:

- Credit card payment option for self-check stations
- Digital resources librarian
- Downloadable e-Book collection

She explained all three items in detail and enlisted the board's help in prioritizing the items for submittal with the library's budget request. Roberta described the difficulties faced by staff in terms of skills and available time, in trying to learn and meet the growing technology related needs of patrons. The benefits of a self-service payment system were also discussed in detail.

The board prioritized the three decision items in the following order:

- 1. Digital resources librarian
- 2. Credit card payment option for self-check stations
- 3. Downloadable e-Book collection

The board also increased the requested appropriation for the Downloadable e-Book collection decision item from \$5,000 to \$10,000.

Other None

Adjournment	
The meeting adjourned at 8:22 p.m.	
Approval	
Minutes Prepared by Manish Jani —Library Board Secretary	
Approved by	_Chair