



## LIBRARY BOARD

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*Minutes*  
*January 5, 2012*

### Meeting Summary

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\* One Book, One Broomfield events were hugely successful, and committee members are now thinking about next year's selection.

\* E-book circulation continues to increase dramatically, and patrons are seeking library help to navigate these devices.

### Roll Call

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Present: Laurie Huff, Manish Jani, Bob Juszynski, Kerry Pettis, Tom Reid, Colleen Sawyer

Also present: Roberta Depp, Martha Derda

Excused: Betty Calvin

### Agenda Minutes

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#### Call to Order:

The meeting was called to order at 6:35 p.m.

#### Welcome

Bob welcomed all present to the new year, and offered a special welcome to Martha Derda, the board's new city council liaison. Board members introduced themselves to her.

#### Minutes:

The minutes of the Nov. 3, 2011, meeting were accepted as written, with one correction: Colleen Sawyer gave the Foundation report, not Tom Reid.

#### Reports:

##### *Friends of the Library—Laurie Huff*

The Friends recently hosted their holiday book sale. An appreciation luncheon is planned for Feb. 23. The group's next meeting will be Jan. 10.

##### *Library Foundation—Colleen Sawyer*

The Foundation did not meet last month. Bricks will be discussed at the next meeting. No minimum number is required to place an order with the brick company.

##### *One Book, One Broomfield—Kerry Pettis*

The committee held a debriefing about the series of events, which yielded the following: Temple Grandin's books, related books and the DVD movie about her life circulated 800 times, not including book bag totals. Seventy people viewed the film. Nine people attended the book discussion, and 55 attended the autism panel. Grandin's appearance drew 535 people. Given the overflow nature of this crowd, the library will consider alternate methods – perhaps a ticketing system – to deal with seating for upcoming events. Grandin was sent a DVD copy of her appearance and a thank-you note. Colleen has been communicating with Broomfield's UK counterpart, which wants a copy of the DVD. The committee is now thinking about the next book,

the same parameters for which will apply: a paperback that's not too lengthy and author availability if possible. The committee is leaning toward fiction this time, and library staff already has compiled a multiple-page document with suggestions. The committee will meet again Feb. 1 and hopes to have a book chosen in March.

*Director of Library Services—Roberta Depp*

See attached report. Roberta talked at length about e-books and requests from the public to help understand and navigate these new devices. Overdrive e-book workshops that are coming up are full already, and library staff is trying to schedule more. Fifteen people per session can be accommodated.

*Other Business*

None.

Old Business:

*Library Policies*

Colleen and Laurie were thanked for the revisions they made to the document. Two suggested edits will not be made, because of the process and methodology required to make these changes. Colleen noted that the appendices to the library policies need to be edited and asked whether that can be done. Roberta said doing so would be difficult, as some of these documents are in PDF format, but that staff would review all of them. Roberta will send soft copies of the policies for the board's review, and members can vote on the document with the changes made in February.

*2012 Budget Contingency Plan*

Based on economic concerns, all city departments have formulated budget contingency plans. This step is speculative. Some options for the library include closing on Sundays in the summer, instituting staff furlough days and drastically cutting sub hours.

*Other*

None.

New Business:

*Food for boards and commissions meetings*

Board members were made aware that the city manager's office has an allocation in the budget for food for groups that meet in the early evenings.

*Review expiring board terms*

Bob's and Tom's terms are about to expire. Martha noted that applications will be taken in February, and said the city will wait to see how many applicants there are before determining rules allowing the process to proceed. The library board's year goes through March 31/April 1. There are no term limits.

*Library Strategic Plan*

Roberta said the plan is three years out of date, and this is the year it will be revised. It probably will be built around initiatives as opposed to lists. In the next month or two, staff can start putting a calendar together and determine the board's role in it.

*Other*

Board members thanked Martha and her council colleagues for the Cirque Du Soleil tickets.

An updated organizational chart for the library – sorted by position – will be added to the library manual.

The city council soon will review an updated facilities report from staff.

Roberta has been meeting with the CIP staff about library space needs. Past assumptions were based on state standards, which since have been revised. Going forward with anything depends on funding, so it's not expected that anything will happen soon, but the city likes to plan ahead and be ready for opportunities.

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### Adjournment

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The meeting adjourned at 8:15 p.m.

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### Approval

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Minutes Prepared by Laurie Huff—Library Board Secretary

Approved by \_\_\_\_\_ Chair