

## Lyons Regional Library District Board of Trustees

Workshop Minutes

November 10, 2018

44 JJ Kelly Rd, Lyons, CO

Status	Name	Title/Organization	Status	Name	Title/Organization
x	Kathleen Crane	Pres/LRLD Board of Trustees		Jan Vermilye	Building Committee
x	Lori Adams Weaver	Secretary/LRLD Board of Trustees		Joe Meckle	LRLD Building Committee
x	Erin Biesiada	Treasurer/LRLD Board of Trustees		Paul Wember	Wember
x	Darcie Sanders	Vice--Pres/LRLD Board of Trustees		Quentin Rockwell	Wember
x	Janet Corson-Rikert	Member/LRLD Board of Trustees		Dennis Humphries	Humphries Poli
x	Sarah Catchpole	Member/LRLD Board of Trustees		Dr Liz Early	LRLD Foundation
x	Sandy Banta	Member/LRLD Board of Trustees			Friends of the Library
x	Kara Bauman	Interim LRLD Library Director			Public
		Trustee/Town of Lyons/Liaison	Present for director search update	McCort Thomas	Library Staff

1. Opened Meeting at 10:05am with update/"look back" at successes thru the last several years
  - a. Town interactions/IGA completions
  - b. Fundraising
  - c. Building development
2. Strategic visioning exercise/warm-up
  - a. Group broken into twos, discussed societal trends and how libraries can adapt/assist in these trends
  - b. Specifics discussed on opportunities for future new space to promote trends and inter-generational programs
  - c. 3-5 year out high-level brainstorming incorporated into this exercise
3. Policy Review and Assessment
  - a. Priorities include meeting room use policy and unattended children
    - i. Suggestion made to coordinate a "task force" with town to compromise on use of meeting room space (IGA requires coordination on town use of this space)

- ii. Policy/Library Director will coordinate on first draft, present to LRLB prior to town input; coordination will begin by Feb/Mar 2019
    - b. Outdated policies will continue to be updated/refreshed throughout 2019
  4. 2019 - Calendar and Quarterly Objectives discussed and updated
  5. Lunch break
  6. 3-5 years out high-level brainstorming moved to 2c above
  7. Tech workshop
    - a. Navigating and housekeeping on our Dropbox discussed/questions answered
    - b. Video conferencing (please see Video Conferencing Tutorial file in Next Up) discussed and facetime demonstration performed
    - c. Pro-Con considerations of migrating to Google Drive (not sure we have all the info in yet to actually make a decision, but can briefly discuss) - tabled as data insufficient for decision; will continue with Dropbox thru 2019
    - d. Naming convention review (please see file in Next Up) discussed
  8. Building signage
    - a. Priority deemed to be ensuring “code” signage is in Spanish and English – discussion held and moved to vote by Sandy, second by Sarah 6-0 (Darcie abstained)
    - b. Other signage will be discussed by library staff with proposal to LRLB by 1 Dec (this will include wayfinding, endcaps, room designation etc.)
  9. Director search (Kara recused herself from this discussion)
    - a. At present there are no applicants but many views of the various advertisements; close out 27 November
    - b. Forms for resume review and interview ratings discussed; search committee will continue to fine-tune
    - c. Discussion held on how in-person interviews should be conducted with options for public attendance, staff, etc. General consensus was a time will be provided for staff interview/meet and greet as well as entire board will be invited to official interview.
  10. Meeting adjourned 3:22pm