

Lyons Regional Library District
Board of Trustees
RETREAT 2023 AGENDA
February 11, 2023 8:00 a.m. to 12:00 noon

Board members (2023): Gil Sparks (President), Bill Palmer (Past President), Elizabeth Lennert (Secretary), Erin Biesiada (Treasurer), Agnes Rey-Giraud (at large), Leslie Reynolds (at large), Smita Skrivanek (at large), Kara Bauman (Library Director)

- **8:00 Introductions**

- **8:05 Board Business**

- Approve Consent Agenda: minutes from January 2023 Annual Meeting, Smita motioned, Agnes 2nd, **Vote: 7:0**
- Approve terms of new board members (see Trustee Terms in Next Up) Elizabeth motioned, Erin 2nd: **Vote: 7:0**
- Approve new vice president: Agnes to take the building committee, Leslie to take the Vice President position. **Vote: 6:0**, Leslie abstained.
- Decide on monthly board meetings: time, day of week/month: Suggested change to 4th Tuesday of the month with a 6pm start time. Commitment to a 1 hour meeting. Elizabeth motioned, Gil 2nd, **Vote:7:0**
- Director's report
 - Motor in manual air uptake to be replaced on building. \$2700 required from capital to replace. Elizabeth motioned, Bill 2nd, **Vote:7:0**
 - Lyons is one of 4 libraries testing the new PLAR (Public Library Annual Report) software ["As mandated by law, the State Library collects data about Colorado public libraries and provides library professionals with important information for planning, evaluating, and budgeting. In addition, the data is reported to the Institute of Museum and Library Services and is used in national reports and the Library Search and Compare tool. This project is supported by the Institute of Museum and Library Services."]
 - The Zink chairs (Sirene and Poisson) were installed on Friday, February 3rd and will be with us for 18 months [refugees from Main Street Fire in December]
 - Do any board members want to attend the CLiC Winter Workshop on Feb 23/24?
[session description and schedule in the Director's folder; Day 1 free for Trustees]
 - Smita, Agnes, Gil and Erin will attend some part of Friday. Gil will attend on Saturday as well.
- Review of Strategic Plan (see Strategic Plan 2023.02.11 in Next Up>2023 Retreat) Decision to prioritize goals and approve the Strategic Plan for 3 years. Bill motioned, Leslie 2nd: **Vote: 7:0**
 - **Make the Library a valued resource for all community members.**
 - Provide safe, functional, comfortable, and welcoming spaces to meet the needs of our diverse community
 - **Offer legendary customer service:**

- Use creative approaches to share library information and build relationships among the community, staff, and volunteers.
 - **Make the library a great place to work:**
 - Create a culture of connection, trust, respect, and mutual support for and among staff, so that all may feel valued and proud of their contributions
 - **Advance alignment among the Library, Board and Community**
 - Community-Provide consistent, timely, and multi-stream messaging to keep the community informed of library programs, services, resources, and engagement opportunities.
 - Calendar review for 2023 (see last year's calendar for updating Annual Planning Calendar 2022.04.14 in Next Up)
 - Erin made an update to the calendar when things were completed they were marked in green.
 - Coming up in March: annual audit
- **9:15 Break**
 - **9:30 Sharon Morris and Kieran Hixon, Colorado State Library: Trustee-Focused Training**
 - Welcome & Introduction to the Day
 - Your Community & Library Data - Where you've been & how you compare
 - Library Values Activity & Library Ethics
 - Roles & Responsibilities of the Board
 - **10:45 Break**
 - **11:00 Trustee-Focused Training (continued)**
 - Effective meetings
 - Staying Out of Hot Water - Legal Considerations
 - Next Steps & Evaluation
 - **12:00 noon Adjourn**