

**CITY OF BOULDER
BOULDER, COLORADO
BOARDS AND COMMISSIONS MEETING MINUTES**

Name of Board/ Commission: Library Commission	
Date of Meeting: February 2, 2022	
Contact information preparing summary: Celia Seaton	
Commission members present: Jane Sykes Wilson, Joel Koenig, Steven Frost, Scott Steinbrecher, Benita Duran	
Commission members not present: None.	
Library staff present: David Farnan, Director of Library & Arts Jennifer Phares, Deputy Library Director Celia Seaton, Administrative Specialist City staff present: None. Members of the public present: None.	
Type of Meeting: Regular Remote	
Agenda Item 1: Review of Online Meeting Guidelines	[0:00:10 Audio min.]
Agenda Item 2: Reminder: Commissioners please log monthly volunteer hours Count Me In Boulder [0:00:16 Audio min.] The Commission logged their service.	
Agenda Item 3: Approval of agenda	[0:00:51 Audio min.]
The meeting was called to order and Sykes Wilson asked if there were any changes to the agenda. There was a nod of approval from the commission for the agenda as presented.	
Agenda Item 4: Public comment	[0:01:18 Audio min.]
None.	
Agenda Item 5: Consent agenda	[0:01:27 Audio min.]
a. Approval of January 2022 Meeting Minutes: Steinbrecher moved to approve these minutes, Duran seconded, and the motion passed unanimously. Frost and Koenig abstained from the vote as they were not present at the previous meeting.	
Agenda Item 6: Items from Library Commission	[0:02:15 Audio min.]
a. Topics for Library Commission annual retreat <ul style="list-style-type: none"> i. Priorities for 2022 ii. What is the plan if the library district TABOR election does/doesn't pass? – In the event that a district ballot tax measure does not pass, staff explained that library operating structure would not change; services would continue in a “business as normal” fashion. Farnan noted that the Library is going through the current city budget processes to be prepared for this possibility. Simultaneously, staff readied a schedule of important deadlines in case the district vote does pass. Commissioners appreciate the clarity of a timeline and intricacies involved to transfer power to a board of trustees and to provide commission support in this effort. <p>Regardless of the ballot result, the commission expressed desire to continue to support the Library in achieving sustainable funding. Sykes Wilson wondered about strategy to continue to offer the services as envisioned in the Master Plan within the municipal budget. Frost suggested planning for a successful outcome and reaching out to collaborators who can take on fundraising efforts.</p> <p>Sykes Wilson invited commission input on potential visitors to aid in the discussion. Staff suggested consult with the City Attorney's Office to provide the legal perspective. Steinbrecher suggested representation from Finance, the City Manager's Office, and council to better understand how to support the library if the ballot item does not pass. Duran would also like to invite City Manager Nuria Rivera-Vandermyde to a meeting. Sykes Wilson suggested Executive Director Chris Barge or other representation from the Boulder Library Foundation.</p>	

Discussing governance, Duran wondered how the commission body transitions in the event of district formation. She would like to see a historical perspective of commission's role along with current and future transition and how commission can be helpful to the new board of trustees.

Farnan clarified that the commission has always been a policy-making and advisory board as opposed to the governing board of library trustees who would have a fiduciary responsibility as well as policy oversight. Staff will provide a calendar of what is ahead for commission.

- b. Discuss Library Commission recruitment and outreach to Library Commission candidates – Frost and Sykes Wilson have invited some potential candidates to submit applications.
- c. Discuss staff presentations for upcoming meetings – Commission requested representation from the following groups to discuss current operations: BoulderReads, Reading Buddies, BLDG61 Makerspace, Carnegie, George Reynolds, and Meadows branch libraries.
- d. Library District Advisory Committee meetings – recent [meeting materials](#).
- e. Updates from commissioners representing the Commission in other venues (verbal) – Koenig's meeting with the city manager was postponed. Frost encouraged members of commissioners on social media follow and engage with Library Champions' accounts to provide virtual support.
- f. Boulder Library Foundation (BLF) update (Steinbrecher/Koenig) – Library funding requests were submitted. Marketing and fundraising strategy to personalize appreciation for all donations regardless of financial gift. "Good fundraising year" generated \$240,000 in the 4th quarter. Though Koenig will be cycling off his current term with the commission, he plans to retain membership with BLF.
- g. Update on emails and phone calls to Library Commission
 - i. North Boulder branch library project inquiry

Agenda Item 7: Library and Arts Director's Report

[1:00:45 Audio min.]

- a. Report on 2022 City Council Annual Retreat – time was mainly dedicated to new workplan items.
- b. February 8, 2022, City Council Study Session regarding Library District Formation and Library District Advisory Committee Recommendations – see [city council memo](#).
- c. Update on Main Library Skate Elements – see [packet](#).
- d. One Book One Boulder 2021 Report – The 2021 selection was *All We Can Save*, a compilation of essays, poetry and artwork related to the climate crisis. See [packet](#) for report.
- e. North Boulder Branch Library update – staff submitted a Minor Modification Request at the end of December 2021 (to modify the approved site review) to Planning and Development Services. Due to staffing and workload issues, no definite timeframe can be provided for when that department may return with approval for the revised plan. Once the revisions are approved, staff will consult with the contractors and then return to commission with an update of the redesign and next steps.
- f. Update on Current Library Services
 - i. Meadows Branch Library Closure Update
 - ii. Library Account PIN Rollout
 - iii. Wall Street Journal
 - iv. Print Periodical Subscriptions are Resuming
 - v. Plans to Loan Chromebooks
 - vi. Student 1 Initiative Changes

Agenda Item 8: Adjournment

[1:47:00 Audio min.]

There being no further business to come before the commission at this time, the meeting was adjourned.

Date, time, and location of next meeting:

The next Library Commission meeting will be at 6 p.m. on Wednesday, April 6, 2022 (the March Retreat was cancelled.)

Commissioner Sykes Wilson approved these minutes on April 6, 2022; and Celia Seaton attested to it.