

Long-Range Planning Committee Meeting for Red Feather Lakes Community Library

May 10, 2022

9 AM via Zoom

Present: Creed Kidd (Library Director), Darlene Kilpatrick (Programming Librarian), Sumukh Torgalkar, Spook Tipton, Bill Moxon, Julie Sauter, Bill Grindle

The meeting was called to order at 9:03 AM.

No corrections to the minutes of the April 12, 2022 Long-Range Planning Committee meeting. All in favor to accept the meeting minutes.

The committee was provided an update on the issue of the space evaluation. Bill Moxon provided the latest from Jason Fast at Mishler Construction who is awaiting on scheduling with Larimer County to meet on an evaluation of the space and building. There was to be a meeting with the Glacier View Meadows architect on space but this was postponed due to weather issues on that date and Creed will work to reschedule that possible meeting. A discussion occurred between Bill Moxon and Darlene regarding space, Jason, Larimer County, and funding. Ultimately, Bill provided the committee with Jason's contact information so that Darlene may reach out to Jason on any questions and a collaboration on space evaluation, grants, and dealing with the county can progress. Creed mentioned that there are many different avenues for space to be considered and right now this is simply a feasibility evaluation to determine if expanding the library is a doable avenue.

The committee once again discussed marketing and promotional ideas. Darlene mentioned there is a sign at the North 40 with the library logo on it and continued representation that North 40 is a library program. Sumukh mentioned that at a future date he will come to North 40 to represent the library board and have their presence there. Sumukh also stated he will collaborate with Darlene on videos on both the library and the community efforts that can ultimately be uploaded to the library website or other social media spaces.

The committee discussed library hours and if any further steps were needed. Creed suggested that hours should remain the same for the summer season and that, beginning October 1, winter hours of 10 AM to 6 PM could occur. He emphasized it was important to have consistent, easy to remember hours for the benefit of the public.

Creed provided an update on staffing. Jena Paonessa has been hired as the Finance Librarian. Jeanette is currently training her and it is going well though further support will be necessary from Jeanette beyond her departure on June 1. Creed has made an offer to a candidate for the Circulation Librarian position and the candidate has accepted. A start date is to be determined.

Sumukh and Creed have discussed a succession plan in the event of a Library Director or other staff openings arising in the future so that this and future Boards can be prepared for such a potential situation. Creed provided an informative document from Colorado Library Consortium on how to recruit a rural public library director. Sumukh will also reach out to the Colorado State Library for knowledge, assistance, and guidance. The goal would be to put something in place over the next two weeks to present to Policy so the Board has a guideline for what to do for the Library Director position in the future, Acting Director, etc.

Sumukh requested Creed and the committee to consider what other portions of the Strategic Plan could be accomplished in 2022. Creed discussed recommendations on technology in regards to faster internet connections, circulation of books/DVDS, and the possibilities of the service model changing. This includes the consideration of space in relation to technology and community needs.

Sumukh asked about staff training which Creed has brought up in the past. He does feel this is highly important when it comes to day-to-day routines for staff, emergency routines, being able to handle the public better, social issues, first aid, etc. The board will need to provide assistance in supporting our staff in these ways to ensure there is no added stress on them and that we as a library are providing appropriate handling in certain situations for both staff and the community.

Meeting adjourned at 9:55 AM.

The next meeting will be June 14, 2022 at 9 AM at the Stenzel Room.

Recorded by Sumukh Torgalkar