

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEE  
BOARD DEVELOPMENT COMMITTEE MEETING**

**January 8, 2013**

**I. CALL TO ORDER**

The meeting began at approximately 1:30 p.m.

Board Members Present: Marlene Bregar, Committee Chair; Frederick Quintana; Jim Stuart

Staff Present: Jon Walker, Executive Director; Jane Carlsen

**II. DISCUSSION ITEMS**

**A. Board Assessment**

The committee reviewed results of the Board Assessment with six of seven members responding.

The item with the lowest score was C7, "Board members make visits to community groups for the purpose of articulating the library's role and contribution to the community." There was discussion on what the entire Board expects in this category. Mr. Quintana said that although he is willing to help if needed, he was concerned about initiating it. There was discussion that Board members do represent the library and need to be sure to avoid expressing personal opinions. It was noted that the strongest advocacy is by volunteers rather than paid employees. There was concern that 3 of 4 Trustees responded the Board does not meet the standard with a discussion of what the Board needs to be doing that it is not doing. It was noted that there have not been opportunities, and the Board has expressed a willingness to visit with groups.

Mr. Stuart noted that if there is ever going to be a time, it will be over the next 18 months with three new libraries and RFID which are all big deals that groups would probably like to hear about. Other opportunities have been ballot issues. Mr. Walker emphasized that the Board should not sell itself short because during the campaign a few years ago there was activity on the Board's part, and it was clearly advocacy when Board members sat in a booth on Union Avenue. There has also been Board participation in the Urban Renewal Authority with Dr. Mancha standing out in that regard. Board members have also sat in on discussions with City Council and County Commissioners. Mr. Walker agreed that there does need to be a reason, and Urban Renewal was a reason, the ballot issue was a reason, and building new libraries will be a reason. Mr. Walker said at CAL other librarians are impressed with the participation of the PCCLD Trustees.

Ms. Bregar said they have talked about a Speakers' Bureau, and sometimes community groups have trouble finding topics for their meetings but may not think about calling someone at the library. It was noted that the low scores appeared on both C7 and C4, "The Board develops and pursues a long-range plan for advocacy on a year-round basis," and those are related.

Ms. Bregar suggested asking the Board as a whole whether they want to see a plan for long-term advocacy. Mr. Stuart suggested over the next 18 months, the Board could get out and talk about RFID and new libraries, and they can explain how RFID is part of giving better service to library customers with fewer people behind desks to make the library better. We could put together a plan and when the new libraries open it could extend to include talks about what the new libraries are like. Ms. Bregar agreed a plan would probably be project-oriented, and there are real opportunities with what is going on right now. It was suggested that the Board could review an advocacy plan at the start of each year, and it would be a matter of looking at it regularly to see if there is anything that needs to be done.

Mr. Stuart suggested putting a plan in place to insure the Board is represented at key library events, and instead of just announcing the event, he would like to identify Board members who will be attending. It was agreed that this would be a good attitude to develop. Ms. Bregar said she had been able to attend the Volunteer Lunch, and suggested at least one Board member attend to say thank you to the volunteers because the Board's support is important. Ms. Bregar also commented that it is also nice when Board members take a moment to acknowledge the employees and the work they are doing, because often just having someone notice their work is important.

Mr. Walker said he would make sure to add the Board Assessment discussion to the Work Session Agenda.

Mr. Stuart referred to item A4, "Board members are familiar with local, state, and federal laws having an effect on libraries." It was suggested a primer on federal laws affecting libraries might be helpful.

Ms. Bregar referred to item B2, "The Board has established clear, written guidelines for committees." With only two standing committees, Board Development and Audit, those could be documented with what each committee does.

The committee discussed item B9, "The Board is representative of the community it serves." It was noted that the Board does not have much control of the makeup of the Board. There was a discussion of the current Board vacancy and potential candidates to fill the vacancy.

Mr. Quintana asked how this should be presented to the Board and suggested it does not need this level of detail. It was suggested that the average for each category be presented, noting the low scores and potential solutions. The Board secretary will prepare a bullet list with results and points raised during the meeting.

Item E3 "The Board reviews policies on an annual basis" was brought up, and whether RFID or floating collections might change policies or just procedures.

### **B. Adjournment**

The decision on the next meeting of the Board Development Committee was deferred until after the Board Work Session depending on what the Board wants to do in any of the areas discussed.

It was suggested the committee should be reconstituted with the new Vice President to chair the committee and at least two new members with one remaining to provide a historical perspective.

The committee meeting adjourned at approximately 2:20 p.m.

Respectfully submitted,

Jane Carlsen  
Secretary