

**PUEBLO CITY-COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES  
WORK SESSION MINUTES**

**April 19, 2016**

**I. CALL TO ORDER AND ROLL CALL**

Ms. Pickman, Vice President, called the meeting to order at 3:05 p.m. in the Ryals Room on the 4<sup>th</sup> floor of the Rawlings Library.

Board Members Present: Fredrick Quintana, President; Donna Pickman, Vice President; Marlene Bregar (participated by telephone); Lyndell Gairaud; Philip Mancha; Doreen Martinez; Jim Stuart

Attorney Present: Nicholas Gradisar

Staff Present: Jon Walker, Executive Director; Sara Rose, Chief Operating Officer; Todd Smith, AV Technician; others not recorded

**II. CORRECTIONS OR MODIFICATIONS TO THE AGENDA**

Mr. Walker requested the addition of item III.D. Leidigh Trust. The overview is that the Trustees will discuss a proposed agreement among the beneficiaries of the Leidigh Trust.

**III. DISCUSSION ITEMS**

**A. ConnectED Memorandum of Understanding**

Ms. Pickman said the proposed Memorandum of Understanding discussed at the March 15 Work Session will be presented for discussion.

Mr. Walker announced that the Memorandum of Understanding (MOU) will be presented for discussion to the Board of School District 70 at its meeting today. Mr. Walker said the Library Board of Trustees discussed the proposed MOU at the March Work Session, the Board made some recommendations which were incorporated along with some additional language revisions made by Mr. Gradisar which were discussed at the March Board meeting. The MOU is necessary to support the transfer of student data from the school district to the library district. School District 60 was also presented with the MOU; however, it is still undergoing legal review.

Mr. Walker recommended the Board of Trustees consider formal approval of the MOU with School District 70 at the April Board Meeting, assuming the School District 70 Board approves it. This will allow the two entities to work together and protect student confidentiality. There was additional discussion of the importance of protecting student information.

Dr. Mancha questioned why the MOU is being held up by School District 60. Mr. Walker speculated the District 60 School Board handed it off to the attorney for review, but could not speculate on the reason for the delay. Dr. Mancha questioned whether it would be precipitous for the Library Board to approve one MOU but not the other, and Mr. Walker responded that these are two different relationships. After additional discussion, the Board asked Mr. Gradisar to contact Dick Bump, the School District 60 attorney, to get his perspective.

Mr. Walker emphasized this is a great project, and it is in our best interests to do this because it will increase access to library materials for the students. The Board agreed this should be added to the April meeting agenda.

**B. Public Library Association Conference**

Ms. Pickman said the Trustees who attended the Public Library Association Conference may report on the conference.

Mr. Stuart said overall it was one of the better conferences he had attended. Mr. Stuart reviewed a presentation on the PLA Performance Measures Initiative aided by a grant from the Bill & Melinda Gates Foundation designed to develop a way to measure outcomes rather than just numbers. Mr.

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Stuart suggested the library consider adding a tech desk where people can go to get help with phones or tablets.

Another session Mr. Stuart attended was “This Ain’t Your Grandma’s Library...Or is it?” about serving older adults where it was noted that the largest growing segment of society is older citizens. Mr. Stuart shared information and resources on how to conduct programs for older adults, and reviewed in detail a number of the suggestions presented. Mr. Stuart suggested the library might consider having a specialist for older adults on staff or having a medical advice kiosk to allow seniors to easily look up medical information.

Mr. Stuart briefly commented on “Puff, Puff, Lend: Cannabis Culture and the Library Collection” He also attended “The Changing Landscape of Library Privacy” which covered the capability for libraries to use information about a patron’s reading habits to market new titles and authors, but it is important for this only to occur with patron’s consent.

Dr. Mancha said he attended a number of sessions and decided to focus on privacy concerns. He attended two or three programs on privacy, and he checked on this library’s privacy policies. Dr. Mancha distributed a packet of information which included a number of the library’s current policies, the BiblioCommons Privacy Statement, and privacy policies from other libraries. Dr. Mancha discussed the importance of public trust, the impact of technology on privacy, and the library’s policy documents which often refer to “confidentiality” rather than “privacy.” Dr. Mancha suggested the library’s policies on confidentiality are fragmented with no one place to go for privacy guidelines. Dr. Mancha also discussed the BiblioCommons Privacy Statement which is a service library customers must opt-in to use. Historically, the library has been careful not to reveal what people read to protect them from the government, such as the Patriot Act, but increasingly vendors are interested in getting data about what library customers read.

Dr. Mancha recommended the library find a firm to do a privacy audit to look at our policies, procedures and practices to see how we do in the area of privacy and make specific recommendations. Dr. Mancha also suggested that the library provide a professional development component on privacy for the Board to better understand. He also recommended a privacy policy for the Board based on those findings and consider the value of having one place to go. He also suggested developing a curriculum around library privacy and consider whether the burden of privacy may differ among age groups.

Ms. Gairaud thanked the library for sending the Board members as well as so many library employees to the PLA Conference. Ms. Gairaud saw a lot of employees she recognized and was glad to see support employees participating. Ms. Gairaud enjoyed listening to the presentation from Anderson Cooper, and she also attended the session on Cannabis which discussed organizing a collection and what the responsibility of the library is to the community to provide information without being for or against marijuana.

Ms. Martinez also thanked the library for the opportunity to attend. It was good to see so many librarians revved up about what they do for a living, which says a lot about our library district. Ms. Martinez also attended the session on outcomes covered by Mr. Stuart. The Cannabis session also covered a lot of topics about this new industry that also produces negativity, and it was presented with a light-hearted approach. Ms. Martinez also enjoyed the speaker, Renee Meyers, in a session about diversity, and she was pleased to see the library is already doing a good job with that.

Ms. Bregar said she attended some of the sessions covered by Mr. Stuart and Dr. Mancha as well as number of sessions on community engagement. There is a civic responsibility to make the library a place where the community can come together to discuss issues as a community. One of the ideas was for the library to put out a tree where people can write down their ideas on a particular issue. Libraries sometimes struggle with what their role is, but they are firmly convinced that it will not be solved as a community unless we all care. Ms. Bregar said she is not sure the library has a role in starting those conversations, but it is important to consider issues not as east side or west side, but as a whole city effort.

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Ms. Bregar also attended the session on service for older adults, and noted the importance of being sensitive to how innovations may impact older users who may have older Kindles or devices given to them by their children, even if it means staff have to download books for them.

Ms. Bregar attended a session on Storytelling, and it was delightful to see the enthusiasm of librarians from Florida, Tennessee, New Jersey, Kentucky, and it almost made her want to be a storyteller. Ms. Bregar really appreciates the fact the library has professional development available for Board members, and it really made her appreciate our employees. The session on privacy made her realize we need to know more about the privacy policies of our vendors. Mr. Stuart said there was a suggestion that libraries require a certificate of privacy from third-party vendors. Mr. Stuart also commented that the library's eBook download process is complicated, and he hopes there is something on the horizon to simplify that because that needs to be addressed. It is a bad process although it may force people to come in to pick up a book.

There was additional discussion that in many of the sessions, Board members learned the library is already ahead of the curve. There was some additional discussion on privacy, but it was agreed that it is good to review practices.

Mr. Walker said he appreciated the comments about the library staff with approximately 30 employees attending, which is probably a record number attending a national conference. Sara Rose coordinated a debriefing session where those attending shared what they learned and discussed follow-up with the idea to incorporate the best of what people learned. He noticed a lot of young librarians there, and they get excited with what they learn at the conference, but reality sets in when they get back and want to make things happen. Everyone who attended are all influencers in different ways, and everyone who attended has input and the ability (if not the authority) to exercise that influence to make the library a better place. Mr. Walker said encounters with the librarian "wannabe's" was the most gratifying part as he watched their enthusiasm with the exposure to the larger library stage.

### **C. Urban Renewal Authority Commission**

Ms. Pickman said the Board of Trustees will receive an update report on the Urban Renewal Commissioner Special Districts' representative appointment.

Mr. Walker said there have been a few meetings with other Special Districts, and at this point there is a sort of verbal support for what the Board took action on at the last meeting. A follow-up letter is being drafted asking for written support to seat Ms. Bregar as the representative for the Urban Renewal Authority Commission.

Mr. Walker said he and Ms. Bregar will be meeting with Jerry Pacheco, Executive Director of the Pueblo Urban Renewal Authority, next week.

Ms. Bregar added that we had a good meeting with the Pueblo water and conservation districts. Board members asked if she had been officially seated, and she responded that they are waiting for the written confirmation from the taxing entities. The Turkey Creek Conservation District and the Pueblo Conservancy District are not actually entitled to vote because they have an assessment but no mill levy. It was asked whether Ms. Bregar should be sent to a meeting with a letter. Mr. Walker said they will talk to Jerry Pacheco, and documentation can be provided that supports the appointment. The Board took action in March designating Ms. Bregar as the representative.

### **D. Leidigh Trust Agreement**

Ms. Pickman said the Trustees will discuss a proposed agreement among the beneficiaries of the Leidigh Trust.

Mr. Walker distributed copies of the Agreement and turned the discussion over to Mr. Gradisar who had been in touch with the beneficiaries.

Mr. Gradisar said the Board had heard about this before in 2010. In this trust, the beneficiary is Carolyn Hobbs, and the library is a remote contingent beneficiary. Whatever is left after the death of Carolyn Hobbs goes to the City of Pueblo for a specific purpose, and if the city does not use the proceeds for this purpose, the remainder is to go to the library. The balance of the trust is \$16,000, and Ms. Hobbs is only entitled to the interest; however U.S. Bank takes \$4,000 annually to administer

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the trust, and at that rate the balance will disappear in four more years. The agreement proposed by the beneficiaries is to distribute \$8,000 to Carolyn Hobbs, \$4,000 to the City of Pueblo, and \$4,000 to the Pueblo Library. The City has tentatively agreed to this. The Board is asked to take action in support of this agreement with the Board President executing the agreement.

The Board agreed this would be in the best interest of the library and asked it be added to the April Meeting agenda.

### **E. Other**

Mr. Walker commented that one of the things that came out at the PLA Conference was a Pew Research Center Report on Libraries and Learning. The program supported the notion the library is a learning place, traditionally through books and now computers, and it translates with us in the form of programming. If you look through the report, it supports the notion that people look at libraries this way and trust us for that, particularly though for the socially and economically deprived.

### **IV. ADJOURNMENT**

There being no further discussion, the Work Session adjourned at 4:11 p.m.

Respectfully submitted,

Jane Carlsen  
Secretary

DRAFT