

EDWIN A. BEMIS PUBLIC LIBRARY

BOARD MEETING MINUTES

November 4, 2020

The Edwin A. Bemis Public Library Board met in regular session on Wednesday, November 4, 2020, via Zoom.

THOSE PRESENT: Katherine Eberhard, Chair
Jason Henderson
Catherine Riggs, Vice Chair
Tom Smith

THOSE ABSENT: Jessica Hesselberg
Cecile Tobey

ALSO PRESENT: Nancy Trimm, Director
Kelly Milliman, Council Liaison
Kristi Moran, Recording Secretary

1. ROLL CALL

A quorum was determined present and the meeting called to order at 6:34 p.m.

2. APPROVAL OF MINUTES

The minutes of the October 7, 2020 board meeting were approved as written.

3. APPROVAL OF AGENDA

Ms. Trimm requested that corrections be made to the Agenda. CDPHE COVID dial listed under New Business should be discussed as Old Business. She also asked to add Book Challenge as a New Business line item.

4. UNSCHEDULED PUBLIC APPEARANCES

There were no unscheduled public appearances.

5. OLD BUSINESS

A. Library Services. Ms. Trimm spoke about how the Library is progressing by informing the board that the physical and digital circulation numbers are increasing. During the pandemic from March through October the e-books and e-audio materials have increased by sixty-three percent over last year. As a result, the Library is determining the best way

to align the materials budget.

Ms. Trimm also told the Board that the sign ups for new library cards have shown a bigger increase as well. She went on to say that the number of visits to the Library are lower than normal as a result due to the COVID closure and re-opening to reduced hours.

- B. CDPHE COVID dial. Ms. Trimm explained that the dial was put out by the Colorado State Health Department. It has color coded levels and if we reach safer at home level three, we could go to Phase I which could reduce the number of patrons allowed in the building or curbside service could be implemented.

6. NEW BUSINESS

- A. City Reorganization. Ms. Trimm informed the Board of a reorganization that has taken place within the city departments. A new department, Cultural & Media Services, which is comprised of Bemis Library, Communications & Marketing and the Littleton Museum has been created. Ms. Kelli Narde will be overseeing the new department. Ms. Trimm will be the director for the Library and Mr. Nimz will be the director for the Museum.
- B. Book Challenge. Ms. Trimm talked about challenges to library materials and the various reasons they are made. She explained the process for removing objectional materials which is guided by a collections development policy. The Library received a request from a patron to remove a book due to offensive and racist language used in the description portion of the book. The patron requested to fill out a form in order to continue the removal process. Ms. Trimm received the form and composed a letter that was sent to the patron along with the Library Bill of Rights. If the patron does not agree with the response, the next step is to take the objection to the Library Board and appear at the next available meeting. The Library Board would then make a final decision. At this time, the patron has not proceeded with the removal request.

7. COUNCIL REPORT

Ms. Milliman told the Board that the next area of business for Council will be to work on the corridors which include Broadway, Santa Fe, and Littleton Boulevard. She encouraged the Board to attend the Envision Littleton meetings as they are interesting and informative in regard to land use.

Ms. Milliman also said that the two measures, the direct election of Mayor and retail marijuana, that were on the ballot passed.

8. DIRECTOR'S REPORT

Ms. Trimm addressed the Board by saying that priority will be given to reorganization within the Library. She plans to launch strategic planning at the beginning of the year, and she will also be working on Library culture and engagement.

Ms. Trimm would like to continue to work on and complete the Library Standards. She would like to update the Library policies as well.

This will be a time to strategically partner with the Museum to work together with Communications and Marketing for GIS mapping and outreach.

Ms. Trimm also spoke about the success of the programs that the Library sponsors. Children's programs included an outdoor story time and a Halloween costume parade through Gallup Park. Adult Services hosted a virtual program on ballot issues and English as a Second Language (ESL) continues to hold well attended virtual classes.

The Littleton Public Schools (LPS) Partnership continues to be successful. Teachers are using the online research databases heavily.

She also told the Board that CARES Act money is being spent on a security camera system as well as technology used for Zoom Boards in the study room, conference room, the Cloud Forest in the Children's Room, and the computer lab.

9. DEPUTY DIRECTOR'S REPORT

As there is no longer a Deputy Director, there was no report.

10. ROUNDTABLE

On behalf of the Library Board, Ms. Eberhard congratulated Ms. Trimm and Mr. Nimz on their new positions.

11. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:23 p.m. The next meeting will be held on December 2, 2020.

Kristi Moran
Recording Secretary