

Meeting Date: April 2, 2014

Location: Main Library – Arapahoe Conference Room

Start Time: 6:00 pm

1. Approval of agenda
2. Public comment
3. Consent agenda
 - a. Approval of Mar. 5, 2014 minutes (p.3-7)
4. Welcoming of new library and arts director
5. Welcoming and swearing in of new commissioner
6. Election of new officers
7. Presentation: Teen Tech Lab – Adam Watts and Crystal Niedzwiadek
8. Commission Priority Discussion and Input
 - a. Main Library renovation project update (p.8-9)
 - Project timeline
 - Design Advisory Group meeting summary
 - Public art selection timeline
 - Café vendor selection process
9. Matters from the Commission (p.10)
 - a. Review holiday closure schedule (p.11)
10. Matters from the Department
 - a. Library update (from memo) (p.12-14)
 - Update on rules of conduct (p.15-17)
 - Review of public meeting notices (p.18-19)
 - Update to web guide on downloadable and streaming resources
 - Boulder Library Foundation spring funding requests and library program planning
 - Follow up on Arapahoe Conference Room use
11. Future Items/Scheduling
12. Adjournment

2014 Library Commissioners

Anne Sawyer, Chair+ BPL Foundation Director

Donna O'Brien, Secretary+ BPL Foundation Director

Anna Lull

Paul Sutter

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

Name of Board/ Commission: Library Commission	
Date of Meeting: March 5, 2014 at the Carnegie Branch Library	
Contact Information Preparing Summary: Leanne Slater, 303-441-3106	
Commission Members Present: Anne Sawyer, Celeste Landry, Donna O'Brien, Anna Lull, Paul Sutter Commission Members Absent: None	
Library Staff Present: Maureen Rait, Executive Director of Public Works and Interim Director of Library & Arts Jennifer Miles, Deputy Library Director Wendy Hall, Carnegie Branch Manager Leanne Slater, Administrative Specialist II City Staff Present: Jennifer Bray, Communication Specialist III Joe Castro, Facilities & Fleet Manager Glenn Magee, Facilities Design and Construction Manager Public Present: None	
Type of Meeting: Regular	
Agenda Item 1: Call to Order and Approval of Agenda	[6:03 p.m., Audio 0:00 sec]
The meeting was called to order at 6:03 p.m. and there were no changes made to the agenda.	
Agenda Item 2: Public Participation	[6:03 p.m., Audio 0:28 sec]
None.	
Agenda Item 3: Consent Agenda	
3A.: Approval of Feb. 5, 2014 special meeting minutes (p.3-7)	[6:03 p.m., Audio 0:35 sec]
Motion to approve the Feb. 5 meeting minutes as amended, presented by Landry and seconded by O'Brien. Vote: 5-0, motion passes.	
Agenda Item 4: Thank you to Commissioner Landry	[6:04 p.m., Audio 1:18 min]
Commissioner Landry was presented with an engraved plaque in honor of her service on the Library Commission. Both Miles and Sawyer thanked Landry for her service and dedication. Sawyer presented Rait with flowers and thanked her for work as the Interim Director of Library & Arts.	

Agenda Item 5: Commission Priority Discussion and Input

5A.: Main Library Renovation Project Update (p. 8-10)

[6:10 p.m., Audio 7:10 min]

Miles presented information regarding the finishes and fabrics for the furniture package and the graphics package updates.

Commission discussion, questions and comments included:

- Will the symbolism of the graphics be recorded somewhere for future researchers? Yes; this type of documentation about the project will probably be kept at Carnegie.
- A comment was made in favor of the improved word signs. The commission was complimented for their suggestion about using frosted glass.
- Will there be signage for the Spanish collection, in order to direct people upstairs? Staff will follow up on this question.
- Will there be a grand opening for the teen area since this will be completed at the end of April? There had not been one planned for the teen space, but a grand opening is being planned for the technology lab, and of course there will be a grand opening celebration upon completion of the entire renovation project. The Library Commission recommended a celebration for the opening of the teen area as well.
- What happens to the furniture that is being replaced during the renovation? Recycling as much as possible. If not, it is disposed of by the contractor.

The commission was invited to get a closer look at the samples of the colors and finishes. For more details, please listen to the audio file (21 min.- 56 min.) posted at: <http://boulderlibrary.org/about/agenda.html#archive>

- Project Timeline- For information, please see pgs. 8-10 of the March packet at <http://www.boulderlibrary.org/about/agenda.html#archive>
- Design Advisory Group meeting summary
 - Review finishes and fabrics for furniture package- See commission discussion, comments, and questions above.
 - Review graphics package updates- See commission discussion, comments, and questions above.
- Project Budget Update: HVAC improvement-The Facilities and Asset Management division of Public Works received additional funding to complete the HVAC improvements to the Main Library.

For more information, please see p. 9 of the March packet at <http://www.boulderlibrary.org/about/agenda.html#archive>

- Public art selection timeline-
A question was asked about whether the event on March 31 with the top four candidates would be open to the public. Sawyer and Lull will follow up on this.
- Café vendor selection process- Magee said that there were no responses received for the RFP via the bid net system and that this system is not tailored for food service. He stated that the chef/owner of the Dushanbe Teahouse had offered some suggestions on improvements to the RFP which would be restructured and reissued. Miles said that she would appreciate the commission's help with getting the word out about the RFP.
- Feb. 20, 2014 project kick-off event- commission stated that this was a great event.

Agenda Item 6: Matters from the Commission

[7:27 p.m., 1:13 hr]

6A.: Ideas for supporting new director transition

[7:28 p.m., Audio 1:14 hr]

- Suggestion to invite new director to all possible events and introduce him to community members.
- Encourage him to promote the library in the community.
- Suggestion for the commissioners to meet with the new director.
- Opportunity to connect with library and arts staff in the beginning and then communicate with City Council in June.

6B. : Library Commission update (from memo)(p.11)

[7:34 p.m., Audio 1:20 hr]

The date for the Study Session with City Council and the Library and Arts Department will most likely take place on June 10; and a joint meeting between the Library and Arts commissions on May 14. The study session with the Library and Arts Department will be regarding a department overview of programs, services and projects; and to seek council's feedback on the scope and guiding principles for the Community Culture Plan.

Commission members are typically represented and could field questions from council.

The opening of the NoBo Corner Library is happening on March 31 with a tentative grand opening on April 5. [Please note, later: The grand opening date was confirmed.]

6C: Input on meeting room use policy

Commission discussion, questions and comments included:

- Suggestion to allow the Main Library's Arapahoe Conference Room to be available for patrons when not in use by staff, with perhaps the requirement of leaving a driver's license as collateral. Staff will look into this suggestion. [This item will be discussed again at the April meeting.]
- Will the new meeting rooms be locked when not in use? This has not been worked out as of yet.
- A suggestion for there to be a certain amount of oversight with the meeting room spaces.
- Even though it may be ideal to keep meeting spaces unlocked, there are safety issues and concerns for both patrons and staff.
- What is the status of the microfilm room? This is currently being used as the contractor's office but eventually it will be another public meeting room space.

6D: Library and branch hours review

Commission discussion, questions and comments included:

- Library commissioners have heard the public's desire to have the branch libraries' one day per week closures restored.
- Suggestion to discuss this item with the new director and perhaps create an electronic patron survey which looks at all of the branch libraries' hours.
- In addition to investigating the priority of opening the libraries one hour earlier and restoring the branch library hours, a suggestion to also investigate which day of the week is the best day to close, if needed
- Regarding the 2008 patron survey:
 - a statement of disfavor was made as to how the Reynolds and Meadows branches were combined together within the same survey questions .
 - a question was raised about the survey evaluation that stated that one-day closures and operating hours at the branch libraries were not a high priority for respondents.

Agenda Item 7: Matter from the Department

[8:07 p.m., Audio 1:53 hr]

7A: Library update from memo (p.12-18)

- Update on Feb. 11 City Council Study Session: 1. Work Plan, 2. Social Misbehaviors

A 2013 and 2014 (as of Feb. 28) summary of suspensions was given as a handout. (For more information, please go to: <http://www.boulderlibrary.org/pdfs/commission/2014/handouts/14MarHandouts.pdf>)

Commission discussion, questions and comments included:

- How are the suspensions enforced?
The person is issued a suspension form that is later emailed out to library and arts staff. There is a logbook maintained by administration in order to check to see if the person has been suspended before and, if so, if their suspension is issued for a longer period of time.
- Is the suspended patron's library card blocked? Yes.
- Are the same procedures followed at the branch libraries? Yes; and then the suspension notice is sent to the security officer and staff.
- Are the library suspensions cross-referenced with the city's suspensions? Not currently, but this possibility is being explored.
- Just Added: It was proposed that the 2015 library holiday schedule be evaluated and that the library perhaps be open (or open for modified hours) on some of the current city holidays for which the library has traditionally been closed, such as Presidents Day. This will be discussed during the 2015 budget cycle.
- Update on smoking ban rule on the municipal campus- There was no discussion on this item.
- NoBo Corner Library update- O'Brien and Lull are helping plan the NoBo Corner Library Grand Opening. Magee provided an update on the status of the facility.
- Update on Library Foundation funding request: Tech Lab- The Boulder Library Foundation unanimously approved the funding for the Tech Lab request and the end of May is the target date for opening.
- Information update: Improvement to holds priority process- Miles provided an explanation of the holds process. Commission suggested that the collection development staff attend a Library Commission meeting.
- Other-
 - The Library Commission candidate interviews are taking place on March 11 at 7:45 p.m.
 - Landry recommended that the commission not necessarily follow tradition (i.e. commission seniority) with officer elections, but instead decide who should be an officer based on what is best for the commission.

Agenda Item 8: Future Items/Scheduling

[8:28 p.m., Audio 2:14 hrs]

- Main Library renovation project update
 - Public art finalist
- Welcoming of new library director
- Welcoming and swearing in of new commissioner
- Election of new officers
- Presentation: Teen Tech Lab
- Review of library policies (tentative)
- Boulder Library Foundation spring funding requests
- Review holiday closure schedule for 2015
- Arapahoe Conference Room availability

- Review Guidelines for Meeting Action Summaries and Minutes (tentative)

Agenda Item 9: Adjournment

[8:32 p.m., Audio 2:18 hrs]

There being no further business to come before the board at this time, the meeting was adjourned at 8:31 p.m.

Date, Time, and Location of Next Meeting:

The next Library Commission meeting will be held at 6 p.m. on Wed., May 7, 2014, in the 1777 West Conference Room, in the Municipal Building, 1777 Broadway St..

APPROVED BY:

ATTESTED:

Board Chair

Staff Secretary

Date

Date

An audio recording of the full meeting for which these minutes are a summary, is available on the Library Commission web page at <http://boulderlibrary.org/about/commission.html>

DRAFT

To: Boulder Public Library Commission

From: Farnan, David Library and Arts Director
 Jennifer Miles, Deputy Library Director
 Jennifer Bray, Library and Arts, and Parks and Recreation Communication Specialist
 Joe Castro, Facilities and Fleet Manager
 Glenn Magee, Facilities Design and Construction Manager

Date: March 28, 2014

Subject: Main Library Renovation Project Update

Background:

Background information on the Main Library renovation project may be found online on the project webpage (<http://news.boulderlibrary.org>) and in the September 2012 – March 2014 Library Commission meeting packets, which are archived at: <http://boulderlibrary.org/about/agenda.html#archive>.

Project timeline:

Table 1 shows key project dates and the construction schedule. Specific dates and sequence are subject to change as the project progresses. Completion dates for phase IA has shifted to May 16, 2014 due to some minor delays with materials. The bridge opening date has shifted to July 1, 2014 in order to complete renovation of the café lease space to incorporate the selected café vendor’s desired layout of utilities and equipment.

Table 1. Overview of key project dates and construction schedule

KEY PROJECT DATES	
March – April 2014	Café vendor RFP process – second round
Apr. 2, 2014	Library Commission meeting: General project update
CONSTRUCTION SCHEDULE (dates and sequence subject to change)	
PHASE 1A	2nd FLOOR TEEN SPACE CONSTRUCTION / NON-FICTION REARRANGEMENT
Feb. 24, 2014	Construction begins
May 16, 2014	Phase 1A expected completion
PHASE 1B	1st FLOOR BRIDGE / CAFÉ
Feb. 26, 2014	Construction begins
July 1, 2014	Phase 1B expected completion
PHASE 2	2nd FLOOR REFERENCE / ADMINISTRATION
May 1, 2014	Phase 2 expected start
June 27, 2014	Phase 2 expected completion
PHASE 3	1st FLOOR NEW CHILDREN’S AREA
June 30, 2014	Phase 3 expected start
Sept. 9, 2014	Phase 3 expected completion
PHASE 4	1st FLOOR ENTRY / NEW AREA for FICTION and MEDIA
Sept. 10, 2014	Phase 4 expected start
Nov. 17, 2014	Phase 4 ends, expected completion of renovation project

Design Advisory Group (DAG) meeting summary:

The DAG did not meet in March.

Public art selection timeline:

The public art selection committee will meet with the semifinalists on Monday, March 31, 2014 to review proposals and select a finalist.

Table 2. Estimated timeline for public art selection process

Mar. 31, 2014	Semifinalist artists' presentations and selection panel selects finalist
Apr. 2, 2014	Library Commission review of finalist
Apr. 16, 2014	Boulder Arts Commission review of finalist
Apr. 2 – Apr. 18, 2014	Technical review
Apr. 21 – Apr. 23, 2014	City manager review of the comments of the library and arts commissions and the recommended finalist.
Apr. 25, 2014	Beginning of contract negotiation phase
Apr. 28, 2014	Media announcement

Café vendor selection process:

A Request for Proposal (RFP) was issued on March 19, 2014 and closes on April 4, 2014. Glenn Magee received several calls from prospective vendors after the article in the Daily Camera on Thursday, March 20, 2014. In addition to staff and Library Commissioners spreading the word, an ad was published in the Daily Camera on Tuesday, March 25, 2014; and information and a link to the RFP was posted on Craigslist and the library's Facebook page. A team of library and facility and asset management (FAM) staff will review the proposals and conduct interviews between April 4 and 12, 2014, and anticipates having a vendor selected by April 15, 2014.

Questions for the commission:

Does the Library Commission have any questions or feedback about this information?

Meeting Date: April 2, 2014

1. Library Commission Upcoming Calendar

	Priority Discussion	Commission Responsibilities	Visitors
February - November 2014 - CONSTRUCTION phase of Main Library Renovation			
March 31 - opening of NoBo Corner Library			
March 31 - Public Art Selection Panel selects finalist			
Apr 2 Arapahoe Room	<ol style="list-style-type: none"> 1. Welcome David Farnan 2. Main Library Renovation including Cafe RFP 3. 2014 Proposed Foundation Grants Review 4. Review 2015 Holiday Closures 5. 2014 Foundation Grant Proposal Review 6. Review Public Art Finalist 	Welcome new commissioner Elect new officers and Boulder Library Foundation members Take commission photo for website	Teen Services - Tech Lab Plans
April 4 - Cafe RFPs due			
April 5 - Grand Opening Celebration of NoBo Corner Library — 10-11:30am			
April 28 - Announcement of Public Art Selection			
May 7 Municipal Bldg.	<ol style="list-style-type: none"> 1. Main Library Renovation 2. Preliminary Review of presentation/memo for City Council study session 3. Review Meeting Minutes Guidelines & Bylaws 	Provide input on 2014 library budget. Receive report on Foundation grants.	BPL Summer Reading Program Info(?)
May 14, 2014 - Joint meeting with Arts Commission to review Library & Arts Study Session information for City Council			
June 10 - Library & Arts Study Session with City Council			
July 26, 2014 - Library Commission retreat, wait list for Chautauqua Community House Meadows Room (confirm with Commission)			

Interesting Upcoming Dates:

- April** School Library Month, National Poetry Month
- April 5** Colorado Teen Literature Conference
- April 6-13** National Volunteer Week
- April 7-21** Annual One Book for Colorado Giveaway
- April 12** National Drop Everything & Read Day
- April 13-19** National Library Week
- April 15** National Library Workers Day

2014 Boulder Public Library Holiday Closure Schedule

New Year's Day (2014)	Wednesday, January 1, 2014	All locations closed
Martin Luther King Jr. Day	Monday, January 20, 2014	All locations closed
Presidents' Day	Monday, February 17, 2014	All locations closed
Memorial Day Weekend*	Saturday & Sunday, May 24 – 25	Only Main Library closed
Memorial Day	Monday, May 26	All locations closed
Independence Day	Friday, July 4	All locations closed
Labor Day Weekend**	Saturday & Sunday August 30 – 31	Only North Wing of Main Library closed
Labor Day	Monday, September 1	All locations closed
Veterans' Day	Tuesday, November 11	All locations closed
Thanksgiving Day	Thursday, November 27	All locations closed
Christmas Eve	Wednesday, December 24	All locations closed
Christmas Day	Thursday, December 25	All locations closed
New Year's Eve***	Wednesday, December 31	6 p.m. closing for Main Library, Meadows Branch & Reynolds Branch

*The Main Library is closed for the Boulder Creek Festival. Branch libraries are open regular business hours.

** The north wing of the Main Library is closed to accommodate the Hometown Fair. The south wing is open regular business hours.

***Carnegie Branch is open normal hours until 5 p.m.

TO: Boulder Public Library Commission

FROM: David Farnan, Library and Arts Director
Jennifer Miles, Deputy Library Director

DATE: Mar. 28, 2014

SUBJECT: April 2, 2014 Library Commission Meeting – Update from Staff

This memo contains updates from the department and general information for the Library Commission.

I. Update on rules of conduct

Following the Feb. 5, 2014 meeting discussion about proposed changes to the library rules of conduct, library staff will proceed with issuing the two additional rules addressing E-cigarettes and open display of marijuana for public comment in April.

The addition to rule 17 regarding “leaving unattended bags and other personal items unattended in *or outside near any library facility*” requires further investigation and discussion with other city departments that may be impacted. This proposed change does not appear to be logistically feasible for staff and security to manage at this time.

Staff expects to have the results of the public comment for the two new rules for the library commission to review at the May 7, 2014 meeting. An updated version of the rules with these two additions is included as **Attachment A**.

II. Change to public meeting notices

Much like the organization is working to have more consistent minutes from board and commission meetings, there is also interest in meeting notices being more consistent. The city clerk asked directors to please review practices for board and commission meeting notices. The general direction was to be consistent and “drive” the public to the respective board and commission websites rather than list agenda items.

The Library Commission appears to be one of the outliers in this regard, listing three bullet points for the agenda in each meeting notice. The library bears the cost of the public notices and the additional information adds to the monthly cost. This practice has also generated questions from members of the public about why some boards provide more detail in meeting notices and others do not.

In the coming months, the city’s boards and commission subcommittee will review the current practices around public meeting notice content with the goal to update the look and utility of the meeting notices and provide all boards and commissions with direction and guidelines on content. Until that review is complete, no changes to current practices are required. Feedback provided in a brief email discussion between Maureen Rait, the former interim library and arts director and Anne Sawyer on the topic was forwarded to the city clerk to share with the boards and

commission subcommittee as they undertake the review of the public meeting notices (**Attachment B**).

III. Update on web guide on downloadable and streaming resources

The following is an information update in response to a question from commissioner Sawyer asked at the Jan. 8, 2014 Library Commission meeting. The reference staff recently updated the downloadable and streaming resources web guide <http://research.boulderlibrary.org/ecollections> to provide access and information for all of these resources offered by the library in one place. The download button on the Library's main web page that previously took patrons to the Overdrive resource has been redesigned to show icons for all formats offered and delivers patrons to the link listed above.



IV. Update on Boulder Library Foundation spring funding requests and library program planning

Staff is developing funding requests for the Boulder Library Foundation's consideration later in April on the following topics:

- Boulder Reads! Reading Buddies program for 2014-2015
- Outreach: Why is Boulder a Home? (personal stories from immigrants who now call Boulder their home.)
- Cinema program for spring 2014 - winter 2015
- Library concert series
- Reynolds and Meadows Branch Libraries programs for 2014-2015
- Puppets for the Children's Library

In coordination with the new library programs specialist, staff members who coordinate programs will develop a community engagement process to gather patron feedback on their interest in the library's current program offerings and their input for new program ideas. The hiring process for the new library programs specialist is planned to begin later in April.

V. Follow up on Arapahoe conference room use

The following is a response to a request by former library commissioner Celeste Landry that staff consider opening the Arapahoe conference room up for drop in use by patrons once again.

Until phase II of the renovation begins about May 1, 2014, the Arapahoe conference room is available for use by library programs, library sponsored programs, and the library and arts

department, and city staff for small group meetings. Prior to 2012, it was also available for drop in use by patrons for studying or quiet conversation when it was not scheduled.

Staff assessed the availability of the room for drop in use and the impact of making a change at this time; staff prefers to postpone any changes to the current practice until it can be assessed with all of the meeting room resources when the meeting room use policy is reviewed later this year.

Questions for the commission:

Does the Library Commission have any questions or feedback about this information?

Boulder Public Library Rules of Conduct

The Boulder Public Library Commission has adopted the following rules of conduct to protect the rights and safety of library patrons, volunteers, and staff. These rules apply to everyone in the library, except for city employees and contractors of the city doing work at the library. "Library" shall mean all parts of the interior of the Main Boulder Public Library and all branch libraries, including, without limitation, the entrance structures of the Main Boulder Public Library. Any person who violates these rules of conduct may be subject to suspension of privileges in accordance with the procedures of [Section 5-5-18, "Suspension of Facility Privileges," Boulder Revised Code \(B.R.C.\) 1981.](#)

No person may:

1. disturb other patrons or library staff or volunteers so as to disrupt their use of any library facility or their work including and not limited to, inappropriate use of personal equipment, (cellular phones, computers of any kind, radios, music players, video display devices);
2. use any other person's library or Internet courtesy card to obtain any library services without their permission;
3. manipulate or bypass library software systems such as those that regulate computer use or tamper with library computer hardware or accessories;
4. lie down, doze or sleep in any library facility except this rule shall not apply to children;
5. bring a weapon into or possess a weapon, except as expressly permitted by state law;
6. use the restrooms for bathing, shaving, washing, rinsing or drying hair, or washing, rinsing or drying clothing;
7. go barefoot or shirtless;
8. eat anything while in any library facility except in designated areas such as: public meeting rooms, Main Library Bridge seating area, and exhibit spaces during scheduled events;
9. ride a skateboard, bring or ride a bicycle, wear or use rollerblades or roller skates, or jeopardize the safety of anyone in any library facility;
10. bring into, or possess alcoholic beverages in any library facility, without prior approval of the Library and Arts Director and/or the Library Commission, or enter the library while under the influence of drugs and/or alcohol;
11. chew tobacco or products containing tobacco in any library facility;

12. carry, lead, bring an animal into any library facility, or cause an animal to enter a library facility, with the exception of service animals under the control of their owners for person or persons with disabilities;
13. be in any library facility, without the permission of an authorized library employee, outside of standard operating hours;
14. seek or collect signatures from the general public on a petition in any library facility;
15. solicit donations of money or anything of value, or sell or take orders for anything of value in any library facility with the exception of persons who are conducting a commercial transaction with the city and at its request or who are participating in library-sponsored activities;
16. bring into any library facility oversized items larger than a total of 50 linear inches, e.g. 10" X 16" X 24", with the exception of presentation and/or meeting room equipment;
17. leave bags and other personal items unattended;
18. steal, damage or alter any library property (with the exception of normal wear and tear), including, without limitation, any computer equipment, systems, or software;
19. smoke, as defined in [Section 6-4-2 B.R.C. 1981](#) or any successor ordinance, in any library facility or in enclosed outdoor seating and garden areas with direct access to library facilities or within 15 feet of an entrance;
20. commit harassment of another person, within the meaning of [Section 18-9-111 Colorado Revised Statutes \(C.R.S.\)](#) or any successor statute, in any library facility;
21. commit indecent exposure, within the meaning of [Section 18-7-302 C.R.S.](#) or any successor statute, in any library facility;
22. sell or possess illegal drugs in any library facility.
23. [Use any form of electronic cigarettes \(i.e. e-cigarettes, or e-cigs\), E-cigarettes contain a battery-operated heating device that vaporizes a nicotine-containing solution, creating a mist that is inhaled;](#)
- ~~22-24.~~ [Display marijuana openly or publicly.](#)

People who commit any criminal acts in library facilities may be subject to criminal prosecution as well as suspension of all library privileges.

Suspension of Library Privileges

Security personnel or the Library and Arts Director, Deputy Library Director, the manager on duty, or their designee may restrict access to library facilities with immediate dismissal of the person from the premises by suspending the person's access to library facilities for a set period of time or by denying access to specific services and/or programs.

The suspension period shall be reasonably related to the severity of the offense and its danger to public health, safety, and welfare and shall not, except for criminal offenses of a sexual nature, exceed one year. Suspension of privileges shall range from 24 hours (for a relatively minor first offense) up to one year. A suspension period of more than one year shall be issued in accordance with [Section 5-5-18 B.R.C. 1981](#).

Right of Appeal

Pursuant to Section 5-5-18, "Suspension of Facility Privileges" and Chapter 1-3, "Quasi-Judicial Hearings," B.R.C., a patron found in violation of the rules of conduct has the right to request a hearing to appeal a suspension or its duration by filing a written request with the Boulder Public Library administration office, 1001 Arapahoe Ave, Boulder, CO 80302, Attn: Suspension Appeals (303-441-3106). Such a request must be filed no more than ten days after the suspension notice was deposited in the mail, hand-delivered, posted, or published. The patron will receive notification of the hearing date, time, and location. At the hearing, the patron will have an opportunity to provide information as to why he/she believes the suspension should be removed or the duration amended. Failure to appear at the scheduled hearing waives any right to a hearing.

If the suspended patron chooses to return to the library once the suspension period has expired, they must abide by the Boulder Public Library rules of conduct and/or policies. Any future rule or policy violations may result in a progressively longer suspension.

Revised February 6, 2012 by the Boulder Library Commission

From: Anne Sawyer [anne@electroactive.com]
Sent: Wednesday, March 05, 2014 2:00 PM
To: Rait, Maureen
Cc: Miles, Jennifer
Subject: Re: City of Boulder - Public Meeting Notices

Hi Mo,

I've thought a lot about this... it's something we've addressed a couple times in the last year. Personally, I don't think that publishing web addresses in the newspaper helps inform the public. People just don't move from a newspaper and type in the web addresses very conveniently. I believe that if it's worth having it published in the newspaper at all, which many people seem to use, it's worth having at least a short agenda. Otherwise, it's just the same information most months and the public has no information about what is being considered.

This month's notice seems to be a particularly long one because of the change of venue and the parking instructions. I'd be very happy to have a single phrase for the 3 agenda topics that we usually list if that would help decrease our page real estate. Since we don't do the full agenda in the public notices section, which I don't believe we need, I'd still like to have at least one or two lines for items of public interest.

But, of course, I understand the City's interest in meeting notices being consistent... so if we can't do this any longer, then that's the way it has to be.

Anne

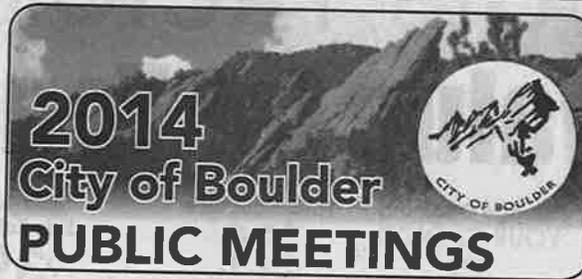
On Mar 4, 2014, at 3:08 PM, Rait, Maureen <RaitM@bouldercolorado.gov> wrote:

Hi Anne,

Much like the organization is working to have more consistent minutes from Board and Commission meetings, there is also interest in meeting notices being more consistent. The City Clerk asked Directors to please review practices for Board and Commission meeting notices. The general direction has been to "drive" the public to our respective websites rather than list agenda items. Attached is the published notice from this past Sunday. Please see the large note at the bottom of the notice regarding complete agendas.

Are you okay with not listing agenda items in the future on the meeting notice for the Library Commission meetings?

Thanks,
Mo
<3371_001.pdf>



MONDAY, MARCH 3

5:30 PM **Downtown Management Commission Meeting**
 Council Chambers, 1777 Broadway
 Joint District Board Meeting Agenda Ideas
 Ruth Weiss, 303-413-7318, weissr@bouldercolorado.gov

WEDNESDAY, MARCH 5

9-11 AM **Boulder Junction Joint Commission Meeting**
 1777 West Conference Room, 1777 Broadway
 Joint District Board Meeting Agenda Ideas
 Ruth Weiss, 303-413-7318, weissr@bouldercolorado.gov

6 PM

Library Commission
CHANGE OF LOCATION
 Carnegie Branch Library, 1125 Pine St.
 Parking is available on Pine Street or in the parking lot on the northwest corner of Spruce and Broadway.
 1. Main Library renovation project update
 2. Library and branch hours review
 3. NoBo Corner Library update
 Leanne Slater SlaterL@boulderlibrary.org 303-441-3106

6 PM

***City Council Meeting**
 Council Chambers, 1777 Broadway
CHANGE OF DATE FROM TUESDAY TO WEDNESDAY

6 PM

***Landmarks Board Meeting**
 1777 West Conference Room, 1777 Broadway

THURSDAY, MARCH 6

5 PM

***Planning Board Meeting**
 Council Chambers, 1777 Broadway
 Susan Meissner, 303-441-4464, meissners@bouldercolorado.gov, boulderplandevlop.org

6-10 PM

Boards and Commissions Interviews with City Council
 1777 West Conference Room, 1777 Broadway

THURSDAY, MARCH 13

5 PM

***Board of Zoning and Adjustments**
 Council Chambers, 1777 Broadway
 Susan Meissner, 303-441-4464, meissners@bouldercolorado.gov, www.bouldercolorado.gov/boards-commissions/boza

7-8:30 PM

Bright or Dark? The Future of Solar Energy in Boulder
 West Senior Center, Creekside Room, 909 Arapahoe Ave.
 Public event featuring speaker Karl Rabago, a national leader on solar energy.
<https://bouldercolorado.gov/pages/bright-or-dark-the-future-of-solar-energy-in-boulder-march-13-2014-public-spealer-event-with-karl-rabago>

*INDICATES COMPLETE AGENDA IN TODAY'S PUBLIC NOTICES IN THE CLASSIFIED SECTION

COMPLETE AGENDAS:

Visit www.bouldercolorado.gov/calendar or call 303-441-3388

All board and commission packets are available at the Boulder Public Library's reference desk. It is the city of Boulder's practice to provide more notice than is required by law whenever possible. However, this practice shall not be used to invalidate any action taken with the minimum notice required by state law.

If you need Spanish interpretation or other language-related assistance for a meeting, please call (303) 441-1905 at least 3 days prior to the meeting.

Si usted necesita interpretación o cualquier otra ayuda con relación al idioma para esta junta, por favor comuníquese al (303) 441-1905 por lo menos 3 días antes de la junta.