

Meeting date: Wednesday, March. 4, 2015

Location: Carnegie Branch Library, 1125 Pine Street

Meeting start time: 6:00 p.m.

1. Approval of agenda
2. Public comment
3. Consent agenda
 - a. Approval of Feb. 4, 2015 meeting minutes (p. 2-5)
4. Update on Yarmouth/Broadway Intersection – Representative from City of Boulder Transportation division (p. 6-10)
5. Feedback from the City Attorney’s Office about the Library Commission’s proposed changes to the city charter – Sandra Llanes, Assistant City Attorney (p. 11-12)
6. Main Library renovation project update – Glenn Magee, Facilities Design and Construction Manager (p. 12-14)
7. 2015 Library budget update: 1st round of budget adjustments – Devin Billingsley, Senior Budget Analyst (p. 15)
8. Library Commission review and approval The Foundry terms of use policy (p. 16-19)
9. Library Commission review the draft policy on security cameras in the library (p. 16, 20)
10. Thank You to Library Commissioner, Anne Sawyer, whose term ends March 31, 2015
11. Library Commission update (from memo) (p. 21-26)
 - a. Update on Email Responses to Library Commission (p. 22)
 - b. Internet Filtering – Commission Strategy (p. 22)
 - c. Discussion on Library Commission Job Description (p. 23-24)
 - d. Library Commission Handbook update – review process document revision (p. 25-26)
12. Library and Arts Director’s report (p. 27-29)
 - a. Update on the Flatirons Library Consortium (p. 27)
 - b. STEAM Saturdays: Play-Well event (p. 27-28)
 - c. RFID Update (p. 28)
 - d. Update on Spring 2015 Boulder Library Foundation funding requests (p. 28)
 - e. Bees at the Library (p. 29)
13. Adjournment

2015 Library Commissioners

Anne Sawyer, Chair

Paul Sutter, Vice Chair

Donna O’Brien, Secretary+ BPL Foundation Director

Joni Teter, BPL Foundation Director

Alicia Gibb

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

Name of Board/ Commission: Library Commission	
Date of Meeting: February 4, 2015 at the Main Library, Arapahoe Conference Room, 1001 Arapahoe Ave.	
Contact Information Preparing Summary: Carrie Mills, 303-441-3106	
Commission Members Present: Anne Sawyer, Paul Sutter, Donna O'Brien, Joni Teter and Alicia Gibb Commission Members Absent: None	
Library Staff Present: David Farnan, Director of Library & Arts Jennifer Miles, Deputy Library Director Carrie Mills, Administrative Specialist II	
City Employees: Glenn Magee, Facilities Design and Construction Manager Devin Billingsley, Senior Budget Analyst Jennifer Bray, Communication Specialist III Kathy Lane, Programs Specialist	
Public Present: Joel Keonig	
Type of Meeting: Regular	
Agenda Item 1: Call to Order and Approval of Agenda The meeting was called to order at 6:00 p.m.	[6:00 p.m., Audio 0 min]
Agenda Item 2: Public Participation Joel Keonig commended police who patrolled the library for their sensitivity to the situation. He noted that these patrols do not solve the issue, but appreciated that the staff, security, and police forces for their recent work.	[6:00 p.m., Audio 0:10 min]
Agenda Item 3: Consent Agenda Item 3A, Approval of Jan. 7, 2015 minutes (p. 2-5) Teter submitted comments prior to the start of the meeting, found here: https://boulderlibrary.org/wp-content/uploads/2014/12/Handouts.pdf In response to the second comment made by Teter in her earlier remarks, Farnan recommended striking everything after "...attendees." Mills noted that Billingsley was absent from the list of city employees in attendance. Sutter moved to approve the minutes with the aforementioned changes. O'Brien seconded. Approved unanimously, 5-0.	[6:03 p.m., Audio 1:03 min]
Agenda Item 4: Update/discussion about Boulder Police patrol/enforcement in the Main Library – Commander McEldowney Commissioners postponed this agenda item until Commander McEldowney's arrival. McEldowney reported to the commissioners on the three weeks of police enforcement at the Main Library, covering the following points:	[6:50 p.m., Audio 49:55 min]
<ul style="list-style-type: none"> • Officers are addressing violations of laws and municipal rules. • In this initial phase, officers are present every day for a 6-hour shift. The shifts were varied throughout the week to allow more comprehensive coverage. • In the next phase, officers will be present four days per week with varied days and hours. • At the time of McEldowney's visit, officers had made 4 warrant arrests and had given 11 tickets, most commonly for smoking near the entrances. In total, the officers gave more than 30 warnings. • Officers focused on activity inside the library. In response to the patrol, officers have remarked on the change in climate at the library. Many patrons have thanked the officers for their work. • Beginning in April, there will be increased patrols around the municipal campus. The city organization is looking towards long-term solutions for this problem, but appreciates the importance of an immediate impact. 	

Commission discussion, questions, and comments included:

- O'Brien noticed an absence of Letters to the Editor and direct complaints, likely indicative of community support.
- McEldowney noted that the police try to avoid the band-aid approach of increasing patrol temporarily in lieu of long-term change. Gibb wondered what the effect of the band-aid approach was once patrol was removed, to which McEldowney explained that it is common to see a resurgence of the original problem.
- Teter asked where people should go on cold days when the library is not an option. McEldowney pointed to churches and homeless shelters in Boulder, noting that there is always a place unless the individual has violated a house rule.
- Sawyer wondered how officers felt about coming to the library. McEldowney reported that officers had positive feedback about their experiences and enjoyed working with staff and security.
- The commissioners asked McEldowney to convey their thanks to the officers.
- Sawyer asked the commission for the next step. O'Brien and others suggested letting the program run its course and then revisit the topic in May following feedback from staff.
- Teter asked for feedback from staff and officers on thoughts
- Sutter felt that it would be advantageous to have a meeting with public officials on this topic. Farnan and Sawyer felt that the commission should supply the officials with questions ahead of time to maximize the discussion.

Agenda Item 5: Main Library renovation project update (p. 6-7)**[6:03 p.m., Audio 3:24 min]**

Magee announced that the construction crew is on track for a Feb. 12 opening for the first floor, noting that some tasks may still be remaining for completion by that date, such as glass installation and painting. Magee confirmed that they have received the building permit for the café. Sawyer commented on the excitement of the orange tunnel and new seating installation.

Agenda Item 6: Review renovation celebration plans – Jennifer Bray and Kathy Lane**[6:06 p.m., Audio 6:22 min]**

Bray remarked that she and Lane are leading a large committee for the renovation celebration. The festivities are set for Saturday, April 11. Bray revealed the new name: The Main Event. Bray detailed that the day begins with a drum circle and ribbon cutting upon opening at 10 a.m. The Boulder Library Foundation has funded \$8,000 for the celebration. Foundation member Bill Kellogg is serving on the committee. The festivities will feature and highlight the services and programs that the library offers every day. Plans include story times, roaming dancers and musicians, and tours for the public, as well as continual 20-minute performances through the day in the theater. Bray noted that Seeds Café has offered to serve refreshments, though definitive plans have not yet been made. Sunday, April 12 carries a lighter schedule with self-guided tours and a large concert in the theater.

Agenda Item 7: Follow-up on library budget questions – Devin Billingsley (p. 8-11) [6:11 p.m., Audio 11:33 min]

Billingsley presented a comprehensive follow-up to his presentation in January, found here:

<https://boulderlibrary.org/wp-content/uploads/2014/12/2015FebLCPacket.pdf#page=8>.

Commission discussion, questions, and comments included:

- Sawyer recommended adding this to the commission packet with an interchangeable component with the actual facts and figures bi-yearly. Billingsley planned to develop the secondary report for the next commission meeting.
- Teter asked Billingsley for the impact fees study. Billingsley agreed to send it along to the commission.
- Sawyer recommended that the commission invite a staff member from Facilities and Asset Management (FAM) to get an update on the impact fees study and its impact on the library.
- Sawyer asked for any stipulations on funds from the Blystad-Laesar house. Billingsley noted that since the funds are unappropriated, the City Council would first need to appropriate them.

Agenda Item 8: Review of the draft The Foundry terms of use policy (p. 12-15)**[6:21 p.m., Audio 21:48 hr]**

With increasing interest from the community, the library and the commission were interested in building a policy to allow adult patrons to utilize The Foundry. During this agenda item, Commander McEldowney arrived, at which point the conversation turned to Agenda Item 4. At 7:22 PM, the commission returned to this agenda item.

Commission discussion, questions, and comments included:

- Gibb noted that the draft policy was uninviting, serving more as a solution to a problem that did not yet exist. She recommended removing the requirement for reservations until it becomes a problem.

- Sawyer wondered if reservations could be an option, but also allow patrons to drop in as available. Further, she noted that limiting the space to teens until an hour before closing on some days made it difficult for anyone to use it after, citing one hour as not enough time to accomplish much.
- Gibb felt that creating in a maker or hacker space is more organic than the 2-hour limitation suggests. In turn, O'Brien suggested the "community table" approach, to which Gibb agreed. Teter responded with concern about the size of the space, but was supportive of the idea overall.
- Commissioners agreed that it should serve as an extension of the Teen Space at certain times during the week. Sutter suggested 3-6 p.m. on weekdays. Teter wants feedback on how the space is used and any preference by the Youth Services staff before proceeding.
- Gibb saw teens teaching community members new technology as a great opportunity and a signifier of a successful transition. In turn, Sutter suggested teen community hours to facilitate this exchange. Sawyer asked for simple tutorials to recommend to community members who want to learn more about the equipment. Teter+ recommended reaching out to Front Range Community College teachers with active programs. Ultimately,*/ Teter and others decided to defer to Crystal Niedzwiadek, teen librarian, on many of these questions.
- Commissioners discussed issues around project storage for patrons. Ideas included community flash drives, community hard drives, flash drives for purchase, and policy language around digital storage expectations.
- Sutter called for more precise language in the Lost and Damaged Equipment section. Gibb hoped that this section is not used too strictly; noting that wear and tear is common and inevitable. Sawyer echoed others' concerns about vagueness. Sawyer noted that circumstances might be vague, but the policy should not be.
- Commissioners made edits to the text to ensure accurate grammar and sensible sentence structure.

Agenda Item 9: Library Commission Update (from memo) (p. 16-21) [7:31 p.m., Audio 1:31:30 hr]

Sawyer addressed a note sent by a patron regarding a snide comment from a security guard. Prior to the meeting, Sutter replied to citizen questions regarding the Broadway and Yarmouth intersection. The commissioners reviewed the city's response to concerns on the intersection. Sutter noticed that in the report, the city did not once mention pedestrians. He explained that the intersection is complicated between parked cars, traffic, busses, and sightlines. Sutter felt that the best short-term solution is a flashing crosswalk. Teter inquired about the length of the NoBo Corner Library's lease, noting that the library could consider a new space in a better location that meets needs of the community better.

Agenda Item 10: Discuss Library Commission Handbook update (p. 22-25) [7:46 p.m., Audio 1:45:50 hr]

Commissioners reviewed two sections from the Library Commission Handbook. There was discussion about the importance of keeping a section which explains the logistics of commission meetings and preparation. Sutter offered to prepare a draft revision.

Agenda Item 11: Report on January 23-24, 2015 City Council Retreat [7:52 p.m., Audio 1:52:35 hr]

Farnan submitted items for a follow-up memorandum. Those sections are included in the handouts packet, found here: <https://boulderlibrary.org/wp-content/uploads/2014/12/Handouts.pdf#page=2>.

Agenda Item 12: Library and Arts Director's Report (p. 41-45) [7:56 p.m., Audio 1:55:50 hr]

The commissioners discussed many points within the director's report, found here: <https://boulderlibrary.org/wp-content/uploads/2014/12/2015FebLCPacket.pdf#page=26>.

Item 12A, Follow-up on potential partnerships

Farnan reported that the Small Business Development Center (SBDC) successfully moved in to the Main Library's north wing. Downtown Boulder, Inc. (DBI) and Boulder International Film Festival partnerships continue to move forward. Farnan is also in discussions with the Dairy Center for the Arts for theater use in 2016.

Item 12B, Follow-up on Internet filtering investigation

Farnan is investigating why the library was not in compliance with Internet filtering laws, but assured commissioners that there is no penalty for non-compliance. Sawyer recommended updating existing policies by outlining the library's stance on filtering once a decision is reached. Further, Sawyer wanted to ensure that the decision and subsequent announcement did not compete with The Main Event. Teter advocated for proactive outreach to press and interest groups. Gibb wanted to ensure that staff would have access to a disabling mechanism to the filtered Internet. Teter motioned for staff to proceed with developing a policy and plan for implementing a technology protection measure. Sutter seconded. Approved unanimously, 5-0.

Item 12C, Follow-up on Knight Cities Challenge Grant

Farnan submitted an application to the Knight Cities Challenge Grant. Of 7300 applications, Farnan’s application moved into the next round with a more extensive application process. Grant winners will be revealed in late March.

Agenda Item 11: Future Items/Scheduling

[8:18 p.m., Audio 2:18:25 hr]

- Update on library rules enforcement
- Main Library Renovation update
- Proposed first round of adjustment to base budget (ATB)
- Policy review for The Foundry Terms of Use and Security Cameras
- Charter changes feedback
- Filtering software (review current Internet policy, range of vendors) (moved to April)
- Discuss job descriptions for commissioners
- Update on NoBo Corner Library intersection traffic

Commissioners elected to move the April meeting to April 8, 2015 in the Canyon Meeting Room.

O’Brien announced that she would not be in attendance for the March meeting. Consequently, she wanted to take a moment to thank publicly Sawyer for her work on the commission.

Agenda Item 12: Adjournment

[8:24 p.m., Audio 2:23:57 hr]

There being no further business to come before the commission at this time, the meeting was adjourned at 8:24 p.m.

Date, Time, and Location of Next Meeting:

The next Library Commission meeting will be at 6 p.m. on Wed., Mar. 4, 2015, at the Carnegie Branch Library for Local History, 1125 Pine St., Boulder, CO 80302.

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>

To: Boulder Public Library Commission

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

Date: Feb. 27, 2015

Subject: Broadway and Yarmouth Intersection Safety Concerns

Purpose:

The February 3, 2015 City Council Information Packet item Broadway and Yarmouth Intersection Safety Concerns (**Attachment A.**) is provided as a reference for the Library Commission's discussion on the matter at the March 4, 2015 meeting.



**INFORMATION PACKET
MEMORANDUM**

To: Members of City Council

From: Jane Brautigam, City Manager
Maureen Rait, Executive Director of Public Works
Mike Sweeney, Acting Director of Public Works for Transportation
Joe Paulson, Transportation Engineer: Signals & Lighting

Date: February 3 2015

Subject: Information Item Broadway and Yarmouth Intersection Safety Concerns

EXECUTIVE SUMMARY

In recent weeks, members of the community have expressed concern about the safety and operation of the Broadway and Yarmouth Avenue intersection in north Boulder. The location currently has a marked and signed “state law – yield to pedestrians” crossing, to facilitate pedestrian movement; vehicular traffic on westbound Yarmouth has a stop sign at Broadway.

The Transportation Division evaluates the installation of potential traffic control devices based on federal standards. Traffic signal installations have inherent safety tradeoffs and careful consideration is taken in evaluating locations to determine that net safety will be improved. To date, observed conditions at the intersection do not warrant installation of a traffic signal. Staff will continue to monitor conditions and a follow up traffic warrant study is scheduled for the first quarter of 2015. Staff will report back to Council on the outcome of that study by May 1, 2015

In addition, as part of the Transportation Improvement Program (TIP) process administered by the Denver Regional Council of Governments (DRCOG) that allocates federal funding for transportation improvements, the city recently learned the submittal to reconstruct and re-imagine Broadway from Lee Hill Road to Violet Avenue has been approved. This stretch includes the Broadway and Yarmouth intersection. Information regarding the specific funding timeline has not yet been released, but staff anticipates design funding should become available in 2016, with construction funding becoming available in subsequent years. This corridor project represents an ideal context to evaluate the effectiveness of the current configuration and

ATTACHMENT A

operation of the Broadway and Yarmouth intersection, gain community input on potential changes, and implement any appropriate improvements within the corridor reconstruction.

BACKGROUND

Members of the north Boulder community have recently expressed concern about the safety and operational effectiveness of the Broadway and Yarmouth Avenue intersection. A primary concern expressed is the safety of pedestrians crossing Broadway at Yarmouth, including people whose destination is the new North Boulder Library Annex on the northeast corner of the intersection. In addition, there is concern about the vehicular movements from westbound Yarmouth turning left onto southbound Broadway, including delays due to conflicting traffic. There are also concerns related to available sight distance to view northbound traffic (including cyclists in the bike lane) due to the on-street parking on the southeast corner of the intersection.

In 2003, staff evaluated the need for a pedestrian crossing treatment on Broadway at the Yarmouth intersection. Using the City of Boulder Pedestrian Crossing Treatment Installation Guidelines, the city found that it met the criteria for a signed and marked crossing treatment, which was installed.

In 2011, pedestrian crossing signs throughout Boulder (including at Broadway and Yarmouth) were changed to the current “State Law” version. This change was made after a study initiated by staff found that the new sign designs resulted in better driver compliance to yield to pedestrians than the traditional signing. A subsequent evaluation of the Broadway and Yarmouth crossing performed by an engineering consultant at the request of staff found that driver compliance at that location remained relatively low. In February 2014, additional “State Law” crosswalk signs were installed on the backside of the existing signs, providing “gate-posted” signing on both sides of the street in an effort to increase driver compliance. Staff is currently studying compliance and safety at the upgraded crossing, and should have any resulting recommendations for improvements in the first quarter of 2015.

The Broadway and Yarmouth intersection has been identified as a potential location for a traffic signal, due to the combination of vehicular and pedestrian activity at that location. Since 2002, staff has periodically performed intersection studies to evaluate if a traffic signal would be beneficial. These studies involve analysis of the current conditions at the intersection using criteria determined by the Federal Highway Administration of the U.S. Department of Transportation. The analyses examine accident history, traffic volume and delay data to assess the safety and efficiency of the current intersection operations to determine if a traffic signal would make it safer or more efficient.

ATTACHMENT A

ANALYSIS

To date, signal warrant studies performed at the Broadway and Yarmouth intersection including one completed in 2014, have concluded that the installation of a traffic signal would not provide safety or efficiency benefits.

Accident data at the Broadway and Yarmouth intersection shows that it has not experienced sufficient numbers of preventable incidents to offset the likely increase in rear-end accidents. This data is not consistent with the federal criterion that warrants the installation of signals, which is 'sufficient history of reported "correctable" incidents.' Based on the current accident analysis, it is not probable that signalization would increase the safety of the intersection.

As on-going change continues to occur in north Boulder, including the construction of additional housing and the opening of the North Boulder Library Annex in 2014, staff will perform an additional warrant study in the first quarter of 2015.

There has also been concern expressed about the available sight distance for drivers on westbound Yarmouth making southbound (left) turning movements onto Broadway. As is the case at many locations in Boulder and elsewhere, objects (including parked cars) limit the ability to see approaching traffic when stopped at the stop bar. However, after stopping and yielding to any traffic in the crosswalk, drivers can move forward to increase their sight distance in order to determine if it is safe to proceed. Accident data shows that there has been an average of less than one incident per year over the last seven years including vehicles turning onto Broadway. Due to limited incidents, the city is not recommending the removal of parking spaces on the east side of Broadway south of Yarmouth.

NEXT STEPS

As part of the TIP process, administered by DRCOG, that allocates federal funding for transportation improvements, the city recently learned the submittal to reconstruct and re-imagine Broadway from Lee Hill Road to Violet Avenue has been approved. This stretch includes the Broadway and Yarmouth intersection. Information regarding the specific funding timeline has not yet been released, but staff anticipates design funding should become available in 2016, with construction funding becoming available in subsequent years.

This corridor project represents an ideal context to evaluate the effectiveness of the current configuration and operation of the Broadway and Yarmouth intersection, gain community input on potential changes, and implement any appropriate improvements within the corridor reconstruction.

ATTACHMENT A

Staff will continue to monitor the location and a follow up traffic signal warrant study will be performed in the first quarter of 2015. Staff will report on the outcome of that study by May 1, 2015.

Article V.
ADMINISTRATIVE SERVICE

The City Manager

Sec. 65. - Administrative departments.

The following administrative departments are hereby created:

- (a) Department of public works;
- (b) Department of finance and licensing;
- (c) Department of parks and recreation;
- (d) Department of public safety;
- (e) Department of planning; and
- (f) Department of library.

Sec. 88. - General powers and duties of the Library Department

[This language to be drafted by the library director.]

Library Commission

Sec. 89. - Library Commission established.

There shall be and is hereby established a library commission which shall have the primary responsibility as an advisory board with regard to the provision of library services to the Boulder community. The members of the commission shall be qualified to serve on an advisory commission pursuant to Section 130, shall not hold any other office in the city, and shall serve without pay.

The library director shall see that minutes are kept of all meetings and shall distribute copies of the minutes to all commission members within one month following the meeting; approved minutes will be distributed to the city council within one month following approval by the commission.

Sec. 90. - Powers and duties of library commission.

The library commission shall advise the city council in matters concerning the library, and the commission shall have the following duties:

- (a) Adopt bylaws, rules, and regulations for its guidance and governance;
- (b) Work with the director to prepare and submit to city council a master plan for the development and maintenance of a modern library system within the city and from time to time revise and amend the plan;
- (c) Review annually the library budget prepared by the library director prior to its submittal to city council and make recommendations regarding approval or modification of the same;

Final Version of Recommended Charter Revisions

- (d) Review periodically the director's operational service plans and make comments and recommendations;
- (e) Make recommendations to the director and the city council on library facilities, including capital improvements, maintenance of existing facilities, and need for new facilities;
- (f) Review the library director's annual report and make comments and recommendations;
- (g) Represent the library to the community and the community to the library with the goal of building awareness, understanding, and support;
- (h) Administer such gifts of money or property or endowments as may be granted to and accepted for library purposes and to take steps as the library commission may deem feasible to encourage grants or gifts in support of the library.

Sec. 91. - Library fund.

The city council shall make an annual appropriation, which shall amount to not less than the return of one-third of a mill tax levied upon each dollar of assessed valuation of all taxable property in the City of Boulder. All revenue from such tax, together with all other moneys collected by the library shall be paid into the city treasury and be designated as the "Library Fund"; and be applied to the purposes herein authorized.

Sec. 92. - Permanent library fund

There shall be a permanent library fund. This fund shall consist of the following:

- (a) Gifts, bequests, and donations to the fund.
- (b) Proceeds of the sale of any library property or equipment whether real, personal, or mixed.

Expenditures from this fund shall be made only upon the favorable recommendation of the library commission. Said fund shall be used only for the benefit of the library.

Any portion of the fund remaining unexpended at the end of any fiscal year shall not in any event be converted into the general fund nor be subject to appropriation for general purposes. Money appropriated from the fund which is not expended in whole or in part shall be returned to the fund and shall not be subject to appropriation for general purposes.

Article IX. ADVISORY COMMISSIONS

Sec. 130. - General provisions concerning advisory commissions.

[No changes recommended.]

Sec. 131. - Council may create.

[Repealed by Ord. No. 5575 (1993), § 1, adopted by electorate on November 2, 1993.

To: Boulder Public Library Commission

From: David Farnan, Library and Arts Director
 Jennifer Miles, Deputy Library Director
 Jennifer Bray, Library and Arts Communication Specialist III
 Glenn Magee, Facilities Design and Construction Manager

Date: Feb. 27, 2015

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 – February 2015 Library Commission meeting packets, which are archived at: <http://boulderlibrary.org/about/agenda.html#archive> .

Project timeline – construction update:

Table 1 shows key project dates and the construction schedule. Specific dates and sequence are subject to change as the project progresses.

Table 1. Overview of key project dates and construction schedule

KEY PROJECT DATES	
March 4, 2015	Library Commission meeting: General project update
April 1, 2015	Library Commission meeting: Project wrap up
CONSTRUCTION SCHEDULE (dates and sequence subject to change)	
PHASE 5	1st FLOOR BRIDGE / CAFÉ
October 2014	Preliminary construction began – electrical and drywall
Early April 2015	Phase 5 expected completion – bridge / café, library bookshop
April 9, 2015	Final completion of all project enhancements including north building upgrades
Mid-April 2015	Opening of Seeds and Library Book Shop

Phase 4 details:

The banquet seating along the south wing west wall was completed on Thursday, Feb. 19, 2015. Finishing touches of the installation of the glass in the staff offices are coming close to completion. Graphics on the first floor meeting rooms were installed on Monday, Feb. 23, 2015. Work to install and configure the meeting room scheduling system is underway and is expected to be complete in a couple of weeks.

Phase 5 details:

Installation of new tile flooring was completed on the first floor of the north building on Saturday, Feb. 21, 2015

The bridge closed to the public on Thursday, Feb. 12, 2015, and phase 5 work began in earnest on Friday, Feb. 13, 2015. Seeds Café is expected to be given occupancy of the bridge the week of April 6, 2015, and an opening date for the café has not been confirmed yet. The space that will become the Library Used Bookshop (across from the new children's area just south of the bridge) will continue to house the construction crew office until the end of the renovation project. The Library Used Bookshop is anticipated to open in late April.

LEED certification:

The Main Library Renovation project is eligible to be certified for LEED Commercial Interiors. We anticipate that the building will qualify for LEED certification once the project is completed and fully commissioned. Since this was an interior renovation, the building will not qualify for LEED Silver or Gold rating.

Question for the commission:

Does the Library Commission have any questions about this information?

First Round of Proposed Adjustments to 2015 Base Budget (“Adjustment to Base”)

The City’s first bi-annual Adjustments to Base (ATBs) will be presented to City Council for first reading on May 5, 2015. A second reading and possible adoption will occur on May 19, 2015, barring any Council directed changes during the first or second readings that would create the need for additional public readings and later adoption. This first ATB presents the Library with an opportunity to adjust its base budget to accommodate continuing operational needs and/or address new needs for the 2015 Budget year. Library Staff has identified a list of budget needs related to the continuation of programs and projects that are multi-year in nature and require the carryover of 2014 budget to complete; these are called Operating Carryovers. Library Staff has also identified a series of new budget needs that require additional funding from fund balance; these are called Budget Supplementals. While the former re-appropriates unspent funds from the last year’s budget, the latter adds new, one-time, funding to the 2015 budget. The Library is proposing total Adjustments to Base of \$1,036,700 comprised of \$602,500 of Operating Carryovers and \$434,200 of Budget Supplementals.

The first table provided below lists the proposed adjustments that appropriate funds from the Library Fund and the second table lists the proposed adjustments that appropriate funds from the Library’s balance within Public Works- Facilities Asset Management’s Facilities Renovation and Replacement Fund.

Library Fund ATBs

Title	Amount	Type	Source	Description
Meadows Branch Library Renovation	\$37,000	Operating Carryover	Fund Balance	Funding for new patron computer furniture for adults and children, media shelving, and shelving end panels.
Library Program Promotion Plan	\$15,000	Operating Carryover	Fund Balance	Funding to continue implementation of library program promotion plan including promotion of children's programs and templates for the library's digital sign system.
Technology Upgrades for Internet Filtering and Meeting Room Reservation System	\$26,500	Operating Carryover	Fund Balance	Funding for additional computing resources in the children's as well as implementation of filtering software and installation of meeting room electronic management resources.
Automated Materials Handling System	\$524,000	Operating Carryover	Fund Balance	Funding for completion of Main Library Automated Materials Handling system project and installation of Meadows Branch Automated Materials Handling system.
Operating Carryover Subtotal	\$602,500			
Library e-book Collection	\$75,000	Budget Supplemental	Fund Balance	Funding for expansion of ebook collection within the materials budget.
Library Patron Survey and Master Plan	\$140,000	Budget Supplemental	Fund Balance	Funding for the Library Patron Survey and Master Plan
Budget Supplemental Subtotal	\$215,000			
Total	\$817,500			

Facilities Renovation and Replacement Fund ATBs

Title	Amount	Type	Source	Description
Meadows Branch Library Renovation	\$129,200	Budget Supplemental	Fund Balance	Funding to cover the construction and materials costs to renovate the Meadows Branch including painting and signage.
Main Library Renovation - Café	\$90,000	Budget Supplemental	Fund Balance	Funding to cover the costs of enhancements to the café space on the bridge at the Main Library.
Budget Supplemental Total	\$219,200			

TO: Boulder Public Library Commission

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

DATE: Feb. 27, 2015

SUBJECT: Commission review of The Foundry Terms of Use Policy and the Library Security Camera Policy

Background:

The draft of The Foundry Terms of Use Policy was initially reviewed by the Library Commission at the Feb. 4, 2015 meeting. The Security Camera Policy is a new draft policy, which staff in the Library and Arts Department and the City Attorney's Office are also reviewing.

The Foundry Terms of Use Policy:

The Foundry Terms of Use Policy is **Attachment A**. It is being presented to the Library Commission for approval at the March 4, 2015 meeting. Staff incorporated some of the commission's recommended changes. Significant wording changes or additions are shown as tracked. Since The Foundry was intended as an extension of the Teen Space, staff do not currently believe that it, being such a small space adjoined to the Teen Space, is well suited to having extended, unsupervised, community collaboration time. Staff recommends introducing the policy with the proposed schedule, and evaluating use of the space during the next several months. Staff agrees with the Library Commission's recommendation that providing a true community maker space is important, and is hoping that funding will be made available from the Boulder Library Foundation to open such a space in 2015 or 2016.

Boulder Public Library Policy on Security Cameras:

The draft Boulder Public Library Policy on Security Cameras was written based upon research of several similar policies from other public libraries (**Attachment B**). It has been submitted to the City Attorney's Office for review. Changes recommended by the assistant city attorney will be shared with the commission at the April 8, 2015 Library Commission meeting. Staff seeks the commission's input on the draft policy at the March 4, 2015 meeting.

Next steps in this and other policy revisions:

1. Staff to develop a draft policy about use of and posting on the community bulletin board at the Main Library.
2. Commission to review and approve The Foundry Terms of Use Policy. (**March 2015 Library Commission meeting**)
3. Commission to review a draft Boulder Public Library Security Camera Policy. (**March 2015 Library Commission meeting**)
4. Commission to review a draft Internet Use Policy and Patron Privacy Policy. (**April 2015 Library Commission meeting**)
5. Commission to review and approve Boulder Public Library Security Cameras Policy. (**April 2015 Library Commission meeting**)
6. Commission to review and approve Internet Use Policy and Patron Privacy Policy. (**May 2015 Library Commission meeting**)

Questions for commission:

Does the commission have any questions or input on the draft The Foundry Terms of Use Policy?

ATTACHMENT A

The Foundry Terms of Use Policy

[As an extension of the Teen Space](#), The Foundry at the Main Library is intended as a [self-directed](#) technology maker-environment to support personal creativity, innovation, connection; and the sharing of knowledge by offering access to various digital media technologies.

The Foundry guidelines

The Foundry is available at no charge to all patrons with a valid Boulder Public Library card. The library staff at the second floor services desk will provide a key to access The Foundry and will hold the library cards of all users of the space. No more than six persons may be in The Foundry at one time.

Hours:

The Foundry is available exclusively to youth (grades 6-12) for drop-in use or advance reservation during the [hours that the Teen Space is open](#).

Comment [JMiles1]: Link to Teen Space hours

It is available to adults (18 years or older) with a same-day or advance reservation before or after the [Teen Space hours](#) during the library's normal business hours. [Children \(grades 2-5\) must be accompanied by an adult](#). First-time adult users must schedule an advance reservation with library staff to complete a 10-minute orientation and the user agreement form. Self-directed help guides are available for patrons.

Comment [JMiles2]: Link to Teen Space hours

The Foundry may be reserved for one 2-hour session per day if the space is available. Sessions may be extended in 30 minute increments. The session time includes time to save or export project files. All sessions must conclude on time.

Staff assistance:

[The Foundry is a self-directed, maker-environment. Staff assistance is not typically available](#). If any of the equipment is not working properly, please notify a staff member in the Teen Space or at the second floor service desk.

Software and equipment available:

Please visit [The Foundry webpage](#) to review a list of software and equipment available.

Comment [JMiles3]: Insert link

Users may check out selected equipment from The Foundry during the schedule listed above in the "Hours" section. Borrowed equipment must be returned the same day by the end of the business day.

Users must provide their own external storage devices and/or media.

3D Printer:

3D printers are available to produce three-dimensional, plastic objects uploaded from a digital computer design file. To order a 3D print job, please complete and submit the [form](#). Designated library staff members and volunteers operate the 3D printers. Print jobs are scheduled on a first come, first

Comment [JMiles4]: Link to form.

ATTACHMENT A

The Foundry Terms of Use Policy

served basis. Patrons are notified when their print job is completed. The library reserves the right to refuse any 3D print request.

Fees for 3D prints:

3D print jobs cost \$1.00 per job plus 5 cents per gram of plastic.

Lost or damaged equipment:

[The library charges to replace missing parts or to repair or replace damaged library equipment. Users are responsible for paying replacement charges for any equipment that is damaged while being used in The Foundry or that is checked out.](#)

Cancellations:

In the event of a cancellation, sessions may be cancelled [online](#). Reservations are considered forfeit if the user(s) does not show up within 15 minutes after the reservation time.

Comment [JMiles5]: Insert link.

Terms of Use:

1. The [Library Rules of Conduct](#) apply to all persons using The Foundry.
2. No food or drink is permitted in The Foundry.
3. Groups must limit participants to six persons.
4. Sessions must be held during the Main Library's [operating hours](#).
5. Sessions must conclude on time and with the last session of the day concluding 10 minutes prior to the facility closing time.
6. Users are responsible for cleaning and straightening the space after use and returning tables, chairs and equipment as they were found.
7. No storage is provided for persons using the library, and the library is not responsible for anything left in the building.
8. [U](#)users are responsible for removing images, videos, recordings, and projects from the computers and equipment by the end of the session. Any work left on the computers or equipment will be removed and cannot be recovered.
9. The sending, receiving or creating of information or three-dimensional objects that are offensive, pornographic, or illegal, is not permitted. Any illegal activity will be reported to the police.
10. Modifying the library hardware or software is not permitted.
11. Use of library technology for illegal activity is not permitted.
12. Users must comply with copyright laws, licensing agreements, and patent or trademark protections.
13. The library is a public space. In accordance with our mission, we encourage all Boulder Public Library patrons with a valid library card to use The Foundry. If the session is not advertised as being "open to the public," users of The Foundry have the right to limit participants. However, library staff are not expected to enforce or ensure the privacy of any session.

Boulder Public Library, at its sole discretion, reserves the right to revoke The Foundry use privileges at any time or to refuse future reservations to users who consistently fail to appear on scheduled session dates or who do not abide by The Foundry terms of use or library rules of conduct. The library is not responsible for any

ATTACHMENT A

The Foundry Terms of Use Policy

damage to a user's computer, storage device or other equipment, or for the loss of data or information. The library reserves the right to take photographs of sessions for its own records and for future promotional purposes.

Responsibility for enforcing this policy and terms of use rests with the staff person in charge. The library director retains final authority for enforcing this policy.

Approved by the Library Commission on _____.

User agreement

First time adult (18 years or older) users must read The Foundry Terms of Use Policy and sign below.

My signature indicates that I agree to The Foundry Terms of Use Policy and accept responsibility to pay for the repair or full replacement, if necessary, of any equipment that is lost or damaged during my use of The Foundry.

Signature

Print Name

Date

ATTACHMENT B

DRAFT Boulder Public Library Security Camera Policy

Security cameras and the associated recordings are intended to promote safety and security of the staff, the public, and the facilities, to support enforcement of the [library's rules of conduct](#), to discourage inappropriate and illegal behavior, and to aid in the apprehension and prosecution of offenders.

Comment [JMiles1]: Link to rules

Recordings will be obtained and used in a manner consistent with the Boulder Public Library's [Privacy Policy](#).

Comment [JMiles2]: Link to privacy policy.

Image Retention

Images from the Boulder Public Library's security cameras are stored digitally on hardware controlled by the City of Boulder Information Technology Department. It is the intention of the library to maintain images for a minimum of 30 days. These images are retained until system capacity is reached, then the oldest recordings are automatically deleted to make room for new recordings.

Recordings are considered confidential and secure. Typically, the recordings are not monitored or reviewed. The location of security cameras is limited to areas that do not violate a person's reasonable expectation of privacy. If an incident comes to the attention of library administration, eServices staff, or the contract security officers, the related images may be reviewed, retained, and saved for as long as necessary.

Signage

The library shall post and maintain signs giving notice of the use of security cameras for monitoring and recording activity in public areas of the library property.

Liability

This policy shall not impose any responsibility on the library, its employees, or the Library Commission to protect against or prevent personal injury or loss of property.

Public Disclosure

Confidentiality and privacy issues prohibit the general public from viewing security camera footage that contains personally identifying information about library users. If the library receives a request from the general public to inspect security camera footage, they will be advised to file a police complaint. Images are subject to Colorado Open Records Act (CORA) § 24-72-203 and § 24-72-204.

Meeting Date: March 4, 2015

1. Library Commission Upcoming Calendar

	Agenda Items	Visitors
February 2014 - March 2015 - CONSTRUCTION phase of Main Library Renovation		
February 12 - Phase 4 completed, 1st floor entry and new fiction/media areas open		
March 4 Carnegie Branch	<ol style="list-style-type: none"> 1. Update on Broadway-Yarmouth Intersection 2. Main Library Renovation Update 3. Budget: 1st round ATB 4. Policy Review: Security Cameras 5. Policy Review/Approve: Foundry Terms of Use 6. Charter changes feedback from CAO 7. Library Handbook Update 8. Thank you to leaving commissioner 	Mike Sweeney, Transportation Devin Billingsley
March 11 - Civic Area Joint Board Workshop (BMoCA)		
March 31 - Phase 5 (Cafe & Library Book Shop) expected completion - opening early April Renovation Complete including north building upgrades		
April 1 Canyon Meeting Room	<ol style="list-style-type: none"> 1. Welcome / swear in new commissioner 2. Elect new officers and Boulder Library Foundation members. 3. Take Commission photo for webpage. 4. Main Library Renovation Celebration / RFID update 5. Meeting Room schedule of non-library events 6. Demo of new Discovery Layer 7. Information about filtering software options 	
April 10-11, 2015 - Grand Re-Opening of Main Boulder Public Library		
May 6 Canyon Meeting Room	<ol style="list-style-type: none"> 1. Provide input on 2014 library budget. 2. Receive report on Foundation grants. 3. Internet Filtering: Public Hearing 	
June 3 Canyon Meeting Room	<ol style="list-style-type: none"> 1. Update on Master Plan process 2. Internet Filtering: Recommendation 	
July 1 Reynolds Branch	<ol style="list-style-type: none"> 1. Budget: update on outcome of 1st ATB / review budget #'s report 2. Approve Warner Charitable Trust donation 3. Review bi-annual statistics. 	

Interesting Upcoming Dates:

March 8-14	Teen Tech Week
March 16	Freedom of Information Day
April	D.E.A.R. (Drop Everything And Read)
April 12-18	National Library Week
April 14	National Library Workers Day
April 16	Celebrate Teen Literature Day
April 23	World Book Night
April 30	Children's Day/Book Day - El día de los niños
May 1-7	Choose Privacy Week

2. Update on Email Responses to Library Commission

Greetings, BPL officers. I'm writing as a grateful longtime user of the Main Library (since 1970) and the daughter of a public librarian (in Ann Arbor, Michigan). I love public libraries in general and am devoted to the BPL, following its achievements and occasional pains with interest. I would, however, like to make a strong recommendation for a fairly minor change. Today I went into the new main room on the south side of the creek for the first time. I like its light, open, airy feel. But I ran into a real problem, as did two other Seniors while I was there. The shelving used for the New Fiction books, running alongside the ramp, is very low: waist height and down. That means that to see the authors and title, a user must bend way over. I am in my 70s, and I can't stay in that position for long. So I had to go down on my hands and knees, inching my way along that long row. By the end, I was dizzy and had a sore back. Please, please, can you introduce higher shelves, ones that can be used while standing upright? Especially for a New Fiction section, where most users will browse through much or all of the collection, having such low shelves is a big problem. Waist-high shelves would be OK for kids or teen readers, but not for adults, some of whom are Seniors. I would be crushed to have to stop using the Main Library, but unless those shelves are changed, I will need to do so. I spoke to the librarian on duty in that section, and she said they received frequent verbal complains about the shelving. I--and many others--will be glad if you can make a change.

with thanks,
Marjorie McIntosh

- Anne forwarded Marjorie's email to David, who is looking into other whether other comments or complaints have been made, and whether there are any viable potential fixes. I responded to Marjorie accordingly.

3. Internet Filtering - Commission Strategy

In recent months, the Commission has discussed the need to be in compliance with the law on internet filtering in the libraries, and we have committed to move in that direction. We now have a goal of having a public hearing about the issue in May and a recommendation by the June meeting. At the March meeting we should discuss further the timing of this move, the best strategies for receiving feedback from the public, and potential approaches to media relations.

4. Library Commission Job Description

Library Commission Bylaws additions:

Add language to Article 1 Section 3 that defines responsibilities outside of the city charter. In particular, define the relationship with the Boulder Library Foundation. This relationship could be a part of the retreat proposed for January 2015:

Review and make recommendations to the Boulder Library Foundation for fulfillment of grants to be awarded to the library from endowment funds and other privately-raised funds entrusted to the Boulder Library Foundation.

Library Commission Job Description:

We decided that we see value in having a document similar to the Lafayette Public Library Board's Board Member Job Description (attached new page) to explain the scope of work and desired qualifications of potential Library Commission applicants. We will request that this document be attached to the Library Commission Application Form on the City of Boulder's Boards and Commissions recruitment pages. Of course, some of the content of this may be dependent on approval of the recommended Charter changes.

Items that were considered when we first looked at a job description from other boards (though not discussed fully or agreed upon) are:

- Current library user
- A strong desire to preserve and promote the library as a public forum for the sharing of information and ideas without prejudice
- Desire to learn and share knowledge of issues that may affect the library. Reads distributed materials before each meeting.
- Adds to the diversity of the commission by understanding and representing the views and opinions of community members, no matter the origin, age, or background
- Willing and able to give time and talent to the library; schedule permits participating in monthly meetings, special library functions and other community events at which the library is promoted
- Commands confidence and respect in the local community
- Functions well in committees, group discussions, public events
- Ability to assess information and make important decisions
- Courage to state one's views on important issues and speak openly and directly with staff and other commission members
- A strong sense of legal and ethical conduct appropriate to the position.
- Active in the local community, interested in people – their problems and potentials
- Good communication skills
- Provides counsel, advice and encouragement to the staff. Assists the staff as requested by the library director.

Lafayette Public Library Board Board Member Job Description

General Function

Participate as a member of a team (the library board) to protect and advance the interests of the broader community by effectively advising the City Council and Library Director in the policies, promotion, and development of the Lafayette Public Library.

Qualifications

- A strong desire to preserve and promote the library as a public forum for the sharing of information and ideas without prejudice
- Voting resident of the City of Lafayette, Colorado for 12 months
- Adds to the diversity of the board by understanding and representing the views and opinions of community members, no matter the origin, age, or background
- Willing and able to give time and talent to the library; schedule permits participating in monthly meetings, special library functions and other community events at which the library is promoted
- Commands confidence and respect in the local community
- Functions well in committees, group discussions, public events
- Ability to assess information and make important decisions
- Courage to state one's views on important issues and speak openly and directly with staff and other Board members
- A strong sense of legal and ethical conduct appropriate to the position.

Desirable Traits

- Active in the local community, interested in people – their problems and potentials
- Good communication skills
- Understands city development plans
- Experience with library boards or library operations
- Current library user

Principal Activities - Roles and Responsibilities of a Library Board Member

- Active meeting participation and regular attendance at monthly Library Board Meetings, committee meetings, and special events.
- Understands and makes decisions on library issues – purpose, goals, programs, policies, priorities, and laws affecting libraries.
- Learns and shares knowledge of issues that may affect the library. Reads distributed materials before each meeting.
- Provides counsel, advice and encouragement to the staff. Assists the staff as requested by the library director.
- Advises the City Council on library matters and assists in the orderly and efficient management of the library as directed by the City Council.
- Prepares and submits a master plan for the development and maintenance of the library (50-1.d.2)
- Reviews the annual library budget request prepared by the library director and makes written recommendations regarding approval or modification. (50-1.d.3)
- Encourages and administers gifts of money to the library. (50-1.d.4)
- Develops library policies and by-laws. (50-1.d.5)
- Reviews the qualification of any final candidate for the position of library director. (50- 1.d.6)
- Participates in the goal setting process for the library board and the library.
- Promotes the library as a source of books and information resources for the interest, information and enlightenment of all people of the community that the library serves.
- Represents the library to other community groups and at events.
- Participates as an advocate of the library to governmental and political organizations when legislative or other governmental decisions may impact the library.
- Becomes familiar with the state and national library community. Participates in statewide or regional library events and meetings.

4. Commission Meetings Section of the Library Handbook

PART TWO, V. Commission Meetings Preparing the Meeting Packet

- I. Call for Agenda Items – Approximately two weeks prior to a Library Commission meeting, the Chair [and/or the Vice-Chair?] of the Commission meets with library staff to craft a meeting agenda and plan for the meeting packet.
 - a. Prior to this meeting, the Chair calls for requests for agenda items from Commissioners.
 - b. Library staff will generally prepare a draft agenda for discussion at this meeting.

- II. Commission Memo – The Chair of the Library Commission (or another member of the Commission) prepares a Commission Memo to be included in the packet for each Library Commission meeting.
 - a. One week prior to the Library Commission meeting, the Chair (or another member of the Commission) requests from the Commissioners items to be included in the Commission Memo.
 - b. Items to be regularly included:
 - i. Responses to Commission Contact Forms and other relevant correspondence
 - ii. Library Commission Calendar (regularly updated by the Chair)
 - iii. FYI items, updates, or relevant news

- III. The Library and Arts Director Shall provides a report to the Commission to be included in the meeting packet. [say more?]

- IV. Commission may request additional information from library staff to be included in the packet if the request is not too onerous (see Commission Communication Guidelines for further definition).

- V. Distributing the Meeting Packet – By the Friday before a Wednesday meeting (or approximately five days prior to a meeting if it is to be held on a different day), the packet is posted on the Commission webpage and emailed to Commission members. [continue courier option?]

- VI. [Include new practice of channeling packet comments through the Chair, who will compile, bring to meeting referred to in VII below, and recirculate to all LC members?]

- VII. On the day before the Library Commission meeting, the Commission Chair [and/or Vice-Chair] will meet with library staff to preview the next day's meeting.

Conducting the Commission Meeting

- I. Agenda
 - a. The Commission Memo and the Library and Arts Director's Report are intended to relay information and provide public notice. Discussion of items in the memos is only upon request of Commission or staff.
 - b. At the Commission meeting, items may be added to the agenda by commissioners or staff for a brief discussion lasting up to 3 minutes. For a longer discussion, a majority of commissioners must give approval. [Do we want to keep this distinction or simply say that items may be added to the agenda if a majority of commissioners approve?]

- II. Public Comments – At the beginning of each Library Commission meeting, any members of the public who are present will be invited to make comments. The Secretary will time the public comments, and comments will be limited to 3 minutes per speaker [right amount of time?].

- III. Matters Requiring a Vote
 - a. Abstaining – From BRC 2-3-1(f) “If a member of a city board or commission is present at a meeting and refuses to vote, the member's vote shall be recorded in the affirmative. No member is excused from voting except on approving minutes of a meeting that the member did not attend or on a matter creating a conflict of interest under chapter 2-7, "Code Of Conduct," B.R.C. 1981, or on consideration of such member's conduct in the business of the board or commission.”
 - b. Minority Opinion – From “Guiding Principles for Interaction Among Council, Boards, Commissions and City Staff” #6 – “When members of a Board or Commission disagree about a given issue or policy, Council expects to be apprised of the disagreements and of the reasoning underlying the various points of view.”

- IV. Meeting Minutes
 - a. Library staff will be responsible for taking minutes and creating an audio recording of the meeting.
 - b. [Include something on Carrie's common practices for creating written minutes?]
 - c. A draft of the previous meeting's minutes will be included in the next meeting's packet for Commission discussion and approval.
 - d. [Once approved, what happens to the minutes next?]
 - e. Statements Reflecting the Sentiment of Commission – Based on the practice used for City Council, all statements made by Commission in the form of a motion, even if tabled or voted down, shall be included in the minutes. [keep?]

Flatirons Library Consortium

The Flatirons Library Consortium [FLC] currently provides integrated library services [a shared library catalog and hosting services] for Mamie Doud Eisenhower Library in Broomfield, Louisville Public Library, and Boulder Public Library. Boulder currently hosts these services and is reimbursed annually according to Memorandums of Understanding between Boulder and each of the member cities. Last year, we began discussions to expand the consortium to include neighboring municipal libraries and establish the FLC as a legal and independent entity. I am pleased to report that the FLC directors have approved a vision statement and voted to approve bylaws to govern the new entity. I am further pleased to announce that we have received letters of intent and strong commitments to join from Longmont Public Library, Lafayette Public Library, and Westminster Public Library.

The new FLC vision is as follows: "Libraries collaborating to efficiently enhance access to resources, service excellence and innovation for our communities."

Working groups are currently discussing circulation and cataloging practices from all six libraries to find efficiencies and consistency. An Innovations Task Force made up of representatives from all six libraries is putting together recommendations for a 'base package' for member libraries. The base package will definitely include the Innovative Interfaces ILS system, a VuFind discovery layer, and Prospector, among other things. The Innovations Task Force group is considering other elements of the package to include our Overdrive e-media collection, databases, personnel support, etc. The city attorneys of each city will now review the content of the new agreement. We anticipate that process to take three months or so.

This is a very exciting development for Boulder Public Library. Our timeline for bringing all the new libraries on board will take approximately 10-12 months. We anticipate this happening in 2016 and into early 2017. Once completed, the FLC will be the second largest library consortium in Colorado. We expect that this will garner attention from vendors, grantors, and the State Library, and will put us on a level playing field with the largest libraries in the state.

STEAM Saturdays : Play-Well event

Our STEAM Saturdays events continue to bring new patrons into the library and provide exciting experiences for elementary school-aged children and their parents and caregivers in the areas of science, technology and arts. In the past two months, we have partnered with several companies and nonprofit groups to provide programming. CoderDojo taught kids the basic computer programming language, Scratch, in a hands-on class for approximately 80 kids and parents. Sparkfun staff taught a class on Pico Boards, which use Scratch in conjunction with light and sound sensors to create interactive experiences. This past Saturday, Feb. 21, we brought in PlayWell TEKnologies (<http://www.play->

well.org/). Play-Well is a LEGO-inspired engineering and creativity program. For our partnership, Play-Well brought in eight instructors and 24 volunteers and thousands of LEGO bricks to work with children to build the city of Boulder out of LEGO bricks. [We will have photos and a video soon.] The first attendance estimates I have seen, indicate that approximately 1,000 children and their parents and caregivers participated in the event. We had great press and great crowds. There is clearly a major demand for this type of programming and the community response has been overwhelmingly positive.

RFID Update

RFID tagging at all locations has been going well and we are shooting to be 90% tagged by the week of March 16! This is also the same week that Bibliotheca, the library's RFID vendor, will be installing the new self-check machines and security gates at all locations. Bibliotheca will also be conducting staff training on the new software and hardware the same week. Our goal is to go live with our patrons at the end of March or beginning of April. An exact date has not been selected.

Boulder Public Library Foundation Funding Requests

The Library Foundation is scheduled to meet to review foundation funding requests on Wednesday, March 25, from 6 to 8 p.m. Along with the usual programming requests for BoulderReads, Main and branch programming, we will be bringing forward requests for funding an expanded community-focused, all-ages maker space that we are planning for the Main Library's north wing. This is a significant ask from the foundation. The focus will not just be on technology but will also incorporate hand crafts such as textile arts, machine infrastructure such as a CNC router that will allow participants to design and build in materials varying from wood to metals. We anticipate expanding partnerships built through STEAM programming to have workshops on everything from weaving to jewelry making to building bee and bird houses.

Other new requests of note to the foundation are:

- an author/speaker series,
- a scholarship program for high school and college aged students interested in working on projects in the library related to education and technology,
- funding for expanding STEAM Saturdays,
- mobile app development, and
- funds set aside for sponsorships

Bees at the Library

To close for this month, Anne wanted me to mention an idea that is very much in its larval stage. Something of a long circuitous route to get here, but I am in discussions about the prospect of bringing bees to the library. The backyard beekeeping movement has been gathering momentum in and around the United States for some time, and has recently been a hot topic in Boulder with the conversation centering mostly around the banning of certain pesticides and creating a bee-safe zone.

As we continue to examine ways to activate the library in new and fun ways, I have spoken with a couple of groups about the prospect of creating an educational/demonstration garden in the small under-utilized garden adjacent to Canyon Boulevard in the Main Library's north building. Boulder County Farmers' Markets staff has expressed an interest in recruiting volunteers to run a small educational garden for kids on how food grows. One thing led to another, and I asked them if we could dedicate part of the space for a pollinators' garden. This led to me reaching out to Tim Brod of Highland Honey Bees for some preliminary discussions of how we might get the idea off the ground. Tim is a wellspring of knowledge about bees and offered lots of insight into what bees need to thrive. Anne Sawyer also has connections in the beekeeping world and has given me a lead which I hope will bring further discussion. Several staff members have expressed an interest in playing an active role.

Nothing is imminent, but I love the potential.