



BOARD OF COUNTY COMMISSIONERS

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Breckenridge, CO 80424

TO: Board of County Commissioners
Scott Vargo
Jeff Huntley
FROM: Sara R. Lopez
RE: Work Session Meeting of February 11, 2020
DATE: February 11, 2020

Attendees:

Elected Officials: Karn Stiegelmeier, Thomas C. Davidson and Elisabeth Lawrence – Commissioners

Staff: Scott Vargo, County Manager; Jeff Huntley, County Attorney; Sarah Vaine, Assistant County Manager; Marty Ferris, Finance Director; Julie Sutor, Director of Communications; Stephanie Ralph, Library Director; Sarah Hulsey, Library Operations Manager and Sara R Lopez, Administrative Assistant.

Guests: Carol Cannon

I. Review of Library Strategic Plan (Library)

Stephanie Ralph, Sarah Hulsey and Carol Cannon, Library Board of Trustees, gave a digital presentation on topics including but limited to the following:

2019 Annual Report

- Library fines adjusted to meet minimal current library standards
- Staff hierarchy reconfigured with new positions added
- New cards offered designed specifically for Children and Youth
- Pre-processing of library materials
- Increased online library offerings: Kanopy (downloadable movies) and Rosetta Stone
- Branch collections reviewed outdated and worn books withdrawn
- Increased programming offered for Hispanic community
- Summer Reading targeting teens saw a 140% increase in program attendance
- Purchase in place for self-check-in 2020
- 1000 Books Before Kindergarten Program aimed at supporting and encouraging early literacy skills for preschoolers
- Budget tracking in place for branch expenditures and donations
- Discussions started on the 2020 Building and Renovation Project
- The Beanstack database added to support seamless tracking of books read
- Board By Laws (rewritten) Policies and Guidelines (under review)

Summit County Library 2020 Strategic Plan

- Reviewed Library Mission, Vision Statement and Core Values

- Strategic Objectives 2020-2023
- Focus Areas and Initiatives
 - Learning: Create opportunities for personal growth and learning
 - Grow the collection to reflect the needs of the community
 - Professional growth and development
 - Provide opportunities that nurture the growth of literacy skills
 - Exploring: Open doors to the wider world of knowledge and enrichment
 - Create a vibrant online branch
 - Encourage library engagement through removing barriers to usage
 - Provide library patrons with opportunity to explore new skills through programming
 - Connecting: Provide a center for community engagement Goals for 2020
 - Collaborate with community organizations
 - Create a hub for our Hispanic community
 - Strengthen ties with the School District
- Tools for Growth
 - Tool 1:
 - Increase positive customer interactions and consistent service and procedures at all locations and online.
 - Strengthen our culture of listening to customers and commit to continually improving our services.
 - Focus on building strong relationships with our community
 - Tool 2:
 - Evaluate and review the facilities in the North and Main branches and engage with the County and Stakeholders in designing and funding a remodel.
 - Evaluate open hours of the facilities across the branches
 - Tool 3:
 - Develop consistent data gathering tools to help evaluate trends and data. This can be used to develop a future road map that guides strategic planning, budgeting and resource development.
 - Tool 4:
 - Review and evaluate staff satisfaction.
 - Develop a succession plan.
 - Review and evaluate the technology needs of the Libraries

Expectations for 2020 – 2021

- Growth in library usage
- Building project 2020
- Increased community involvement

Commissioners inquired about successes and challenges and next steps on how to execute and achieve the strategic plan's goals. They also thanked the team for their work.

II. Managers' and Commissioners' Issues

Senior Management and the Commissioners gave various updates on topics including but not limited to:

Scott Vargo:

- Brief update on recent truck traffic analysis conducted in the Peak 7 neighborhood. It was suggested to schedule this topic at future BOCC Work Session.
- Minimum Wage suggested continuation: Commissioner Lawrence would like to move it to Tuesday, March 10th, instead of the end of February. Commissioner Stiegelmeier also noted she will be out on Tuesday, March 24th. We will look at calendars to figure out when all commissioners will be present for 1st and 2nd readings and will probably move the March 24th BOCC Regular Meeting to March 31st Special Meeting in the afternoon to cover the 2nd reading.
- Discussion of Short-Term Rental Legislation Bill being proposed.
- Michael Wurzel has accepted the Sustainability Coordinator position and will be starting within the next couple of weeks.

Marty Ferris provided an update on the Nicotine Tax Collection process.

Commissioners also reviewed schedules and upcoming calendar events.

III. Water Matters, Negotiations and the Legal Issues related thereto (Attorney) (Executive Session Recommended).

A motion was made by Commissioner Davidson and seconded by Commissioner Lawrence to go into Executive Session to review Water Matters, Negotiations and the Legal Issues related thereto. BOCC voted 3 to 0 to go into Executive Session per CRS 24-6-402 (4) (a)(b)(e). The motion was approved.

Respectfully submitted:



Sara Lopez, Deputy Clerk



[S E A L]

Approved by:



Karn Stiegelmeier, Chair