Pitkin County Library
Annual Meeting Minutes of the Board of Trustees
July 08, 2026

MINUTES of the regular meeting of the Pitkin County Library Board of Trustees on July 08, 2026. The meeting was called to order at 12:01 PM in the Dunaway Room.

1. Roll Call:

Trustees Present:

- □ Pres. John Wilkinson (JW)
- ✔ V.P. Elizabeth Nix (EN)
- ✔ Sec. Anna Lookabill Scott (ALS)
- ✔ Tres. Audrey Ellis (AE)
- ✔ Ashley Connolly (AC)
- ✔ Chris Keleher (CK)
- ✔ Elizabeth Stewart-Severy (ES-S)

Alternate Present:

- □ Andrew Travers (AT)

Staff Present:

- ✔ Genevieve Smith (GS), PC Librarian
- ✔ Anna Steinberg, Assistant to PC Librarian

2. Approval of Minutes for June 10, 2026
   Moved by Audrey Ellis 2nd by Chris Kelleher
   Passed by Board, unanimously

3. Public Comment:
   - None

4. Trustee Comments & Librarian's Report:

Trustee Comments-
- Elizabeth Stewart- Severy wanted to extend her appreciation to the staff in the children's room for being so calm and patient with the children day in day out.

Librarian's Report- See report for more detailed information

- Staffing & Operations:
  - Planned Services Outage: August 3rd & 4th will have service outages for planned Marmot server changes. WiFi and offline circulation will still be available to patrons, as well as a safe space.
    Elizabeth Stewart-Severy spoke of her concern for the weekly Tuesday morning kids token day on the 4th and wondered if it ought to be offered on Wednesday as well that week?
  - Staffing: Diana Flores, providing bilingual and technical services, completed her contract- looking forward to having her back in two months. Vincente Lagarrigue,

technical specialist, will pursue a post graduate degree abroad, leaving the library July 15th. His position will be filled by Diana Flores, though he and his skills will be missed- we wish him the best. Intern- James Hernandez, a high school junior, has joined the library for a six-week commitment and has been a great addition!

- Security, Facilities & Building Updates:
    - Clean Heat Project: A closure starting at noon on August 12th is still proceeding as planned. Library temps have been colder than preferred due to the temporary system in place.
    - Safety Barrier Project: Is still moving forward but no bids received yet.
    - Austine Stitt Dedication- Plaque honoring her long tenure as a Trustee is ready for installation.

- Strategic Planning & Governance:
    - Strategic Plan & Board Priorities:
      Board to review the strategic plan goals to prioritize immediate needs. See New Business.

- Regional Service Opportunities:
    - Snowmass Village- Little Red School house expansion may provide an opportunity to expand library services in Snowmass- TBD- A conversation was had by the board about concerns, possibilities, and feasibility study that will be conducted by the town in 2026. No work could be started until end of 2027, so there is time to consider the opportunities and realities of the space.
    - Crystal River Valley & Redstone- Possible use of a tiny home in Redstone as a little library space- not currently an immediate future for the library with the current status quo of using the Redstone Inn.

5. Old Business-
    - None

6. New Business-
- **Establish a Policy Review Subcommittee: Tabled**
- **AV Demo:** Presented by Michael Faas, Adult Services Librarian- **Full Demo Tabled**
- **Goal Setting 2026-2027:**

    - 2024-2026 Goal: Update and Create Policies- Completed
    - 2025-2026 Goal: Develop and adopt a comprehensive Library Strategic Plan that reflects community needs, aligns with the Library's mission and County Values, and provides a clear roadmap for services, programs, and resource allocation over the next 3–5 years. Board felt last year's goal was met.
    - 2026-2027 Goal: The board discussed a set of goals and rearranged them to prioritize the Board's position:

      A motion to approve the following Goals for 2026-2027:
      1. Support Emergency Preparedness and Library Resilience
      Work with Library leadership and key partners to develop a strong emergency management and preparedness plan for the Library. This work will include identifying risks, hazards, and vulnerabilities; clarifying response protocols; reviewing internal and external emergency procedures; considering threats such as wildfire and other community emergencies; identifying preservation priorities; and defining the role the Library may play in supporting the community during and after an emergency.
      2. Advance Strategic Plan Priorities Through Advocacy, Policy, and Funding

Support
Identify the Board's priority areas within the Library's 2026–2031 Strategic Plan and support staff in moving those priorities forward. The Board will help advance this work through thoughtful advocacy, policy direction, funding support, and alignment with the Library's mission, values, and long-term community goals.
3. Strengthen Board Governance, Orientation, and Policy Frameworks
Work with the Library Director to develop a comprehensive Board manual that includes Board working agreements, orientation materials, defined roles and responsibilities, Board commitments and expectations, historical context, and other foundational governance information. As part of this work, the Board will also review existing policies, identify missing or outdated policies, and adopt updates that support clear, consistent, and effective governance.

Moved by Ashley Connolly 2nd by Audry Ellis
Passed by Board, unanimously

- **Strategic Plan:** Dashboard & Self- Evaluation. The Board participated in an exercise to help prioritize the strategic plan goals for the next five years. They also took in consideration staff priorities and concerns who will be implementing the plan items.

6. Review Future Meetings Schedule 2026
August 12, September 16* (3rd Wednesday), October 14, November 10 - TBD, December 9

7. Adjourned @ 1:41 PM
Moved by Anna Lookabill 2nd by Ashley Connolly