Pitkin County Library
Annual Meeting Minutes of the Board of Trustees
August 12, 2026

MINUTES of the regular meeting of the Pitkin County Library Board of Trustees on August 12, 2026. The meeting was called to order at 12:00 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) – Voting Member

Staff Present:

- ✓ Genevieve Smith (GS), PC Librarian
- ✓ Anna Steinberg, PC Digital Resources Librarian (new position!)
- ✓ Jodie Grady, PC Assets
- ✓ Jeff Pendarvis, PC Facilities

2. Approval of Minutes for July 08, 2026
   Moved by Audrey Ellis 2nd by Ashley Connolly
   Passed by Majority Board, John Wilkinson abstained as he was not present for the July meeting

3. Public Comment:
   - None

4. Trustee Comments & Librarian's Report:

Trustee Comments-

- Audrey Ellis gave a shout out to the End of Summer party – specifically the adult part- but kudos to staff
- John Wilkinson mentioned in the 5600 miles he traveled- he did not stop at one library. But he did get a call to lead as State Captain to Washington DC in March 2027.
- Anna Lookabill gave a shout out to the Library for providing the Maroon Bells Pass program. That is an amazing benefit.

Librarian's Report- See full report for more detailed information

- Staffing & Operations:
  - Planned Maintenance Closure: August 12th, remained in place though crane work was postponed. Some staff used the time to work on special projects and Contractors are using day to work on loud or disruptive projects.
    New request to close on Saturday August 22nd to do the original crane work. All

emergency services have been notified of right of way closure.
Closure will not be advertised until permits are confirmed but staff has been made aware. See new business for vote.

- Additional closure request: August 20th- from 5-7 pm- this is in preparation of the crane work – electrical work must be completed with a power shut down from 7 pm to 7 am the following morning. Facilities requested the Library to close early to clean and secure the building before the outage. See new business for vote.

- Security, Facilities & Building Updates:
  - Clean Heat Project: as part of the project a complete system assessment has been completed identifying an issue with the VAV system (which regulates air flow via zones)- with a recommendation of the system components getting replaced. 37 terminal boxes have been identified as needing replacement- which has contributed to the temperature issues the Library has faced this summer.
    Cost is estimated at $453,000 with a contribution of $140,000 from the Library Fund with the rest from REMP & County Funds.
    Library will delay the sewer project to 2027 to put the funds towards the Library Contribution.

  - Safety Barrier Project Update: Is still moving forward with two bids at this time. Proposals were reviewed and have entered into a contract. Some impacts to the front entrance will occur with some changes to patron entrance. Approximately 12 workdays are anticipated during the work week. As the PC Clerk & Recorders will be impacted as well- they are being prioritized to be completed before in person voting begins in the fall. It is possible that the Library portion will be completed in the spring.

  - Year to Date Budget: Audrey Ellis gave a brief report on how funds are tracking through July- some numbers skewed due to timing of payments that were budgeted but show up percentage wise as high for this time of year. Otherwise everything is tracking well and slightly below budget.

5. Old Business-
   - None

6. New Business-
   - **Approval of Library Building Closure**: Thursday, August 20, 2026, 5-7pm
     Moved by Chris Keleher 2nd by Elizabeth Nix
     Passed by Board, unanimously

   - **Approval of Library Building Closure:** Thursday, August 22, 2026, all day
     Moved by Anna Lookabill 2nd by Chris Keleher
     Passed by Board, unanimously

   - **VAVs Discussion**: Presented by Jodie Grady, PC Assets; Jeff Pendarvis, PC Facilities. After the 22nd, there should be very little impact to the library- but with the Clean Heat Project – the controllers for the zones need replacing due to obsolete technology and not working properly. Board in favor of reallocating funds to the VAV contribution within the already approved Library Budget.

     Moved by Audrey Ellis 2nd by Chris Keleher
     Passed by Board, unanimously

- **Safety Barrier Update:** Presented by Jodie Grady, PC Assets; Jeff Pendarvis, PC Facilities
  See map for strategically removed barriers that provided aesthetic look but had little impact on the safety design of the project. This will help decrease the costs that were higher than anticipated. Possibly delayed to Spring for Library due to timing constraints.

6. Future Meetings Schedule 2026
   September 16* (3rd Wednesday), October 14, November 10 – 2nd Tuesday, December 9

7. Adjourned @ 1:00 PM
   Moved by Anna Lookabill 2nd by Elizabeth Nix