

**AGENDA**  
**The Denver Public Library Commission**  
Regular Monthly Meeting  
**Thursday, January 19, 2017, 8:30 a.m.**  
Denver Central Library  
L7 Training Room

1. Call to Order.
2. Introductions.
3. Approval of Minutes of December 15, 2016, Regular Library Commission Meeting.  
Commission
4. Public Comment Period.
5. Report of the President and Members.
6. Report of the Denver Public Library Friends Foundation. Gay Cook and Laurie Romer
7. Report of the City Librarian.
  - a. Written report
  - b. Approval of revised holiday closures
  - c. Independent Agency/Role of Commission Presentation/Discussion. City Attorney Steve Hahn
  - d. Colorado Library Law and Library Board Best Practices Presentation/Discussion. Colorado State Library and attorney Jacqueline Murphy
8. Other Business.
9. Adjournment.

### **Agenda Item 3**

Action Requested: Approval

**MINUTES**  
**The Denver Public Library Commission**  
Regular Monthly Meeting  
**Thursday, December 15, 2016, 8:30 a.m.**  
Denver Central Library  
Rick Ashton Legacy Room

Present: Rick Garcia, Gregory Hatcher<sup>1</sup>, Alice Kelly, Mike King, Rosemary Marshall, Carlos Martinez

Excused: Judy Joseph

Staff: Melissa Bordwine, Rebecca Czarnecki, Megan DeVine, Michelle Jeske, Cori Jackamore, Susan Kotarba, Elaine Langeberg, Diane Lapierre, Zeth Lietzau, Ron Miller, Laurie Romer, Keli Schmid (SC), Kristen Svendsen, James Vallejos

1. Call to Order.  
President Rosemary Marshall called the meeting to order at 8:37 AM
2. Introductions.  
Commissioners and staff present introduced themselves.
3. Approval of Minutes of November 17, 2016, Regular Library Commission Meeting.  
Commission  
The minutes were approved as written.
4. Public Comment Period.  
N/A

5. 2017 Special Trust Fund Budget. Ron Miller

In the interest of time, Ron Miller asked the Commission if they had any questions regarding the Special Revenue Fund (SRF) before mentioning a few differences from 2016. For the benefit of the new Commissioners, Miller noted the following:

- About half of the SRF come from the Friends Foundation
- Funds that are undesignated tend to go to programming

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<sup>1</sup> Arrived at 8:44 AM during the report of the City Librarian

- From the Friends Endowment DPL receives investment income which is restricted to Western History/Genealogy

Commissioner Martinez asked why the 2017 budget is \$600,000 less than last year. Miller replied that we had fewer requests but that this budget can and does change through the year. The Commission is asked to approve changes over \$100,000.

Martinez then moved to approve. Upon second by Lucas the 2017 SRF was approved.

#### 6. Report of the President and Members.

President Marshall expressed that she had some concerns that she knew City Librarian Jeske would be mentioning in her report. None of the other Commissioners had anything to report.

#### 7. Report of the City Librarian.

Jeske briefly reviewed the 2017 holidays and closures noting that the list was very standard with nothing unusual. Upon motion by Kelly and second by King the roster of 2017 DPL holidays and closures was approved.

Jeske then moved on to review DPL's 2017 Strategic Plan. 2017's plan is very similar to 2016 as most projects and initiatives carried over. Two additions are diversity and inclusion as well as staffing analysis.

Jeske noted that it is also time for the Commission and the Executive Team to have a retreat. She would like the assistance of the Commission in developing a 5-year roadmap for DPL. The Commission agreed to get a retreat scheduled for March or April.

Commissioner Kelly added that she would like an update on our immigrant focus within the next 6 months. Jeske replied that she is already planning something for the January or February meeting. With no further questions, President Marshall called for a motion to approve the 2017 Strategic Plan. On motion by Lucas and second by Hatcher the 2017 Strategic Plan was approved.

Marshall then brought up her conversation with Jeske and her concern around increased incidences of violence and intolerance in libraries across the nation. Jeske said that the January or February meeting will allow for a discussion about the library's role in this changing environment. Jeske said there may be policy issues to address as DPL continues to protect customer privacy and specific programming we may want to offer. Jeske will come to the next meeting with a proposed list of strategic topics for the year.

One of the policy steps we are already taking is to not capture more customer information than is necessary.

Kelly said she is glad we are being proactive and noted how the Koch brothers funded a campaign against a recent library initiative.

Martinez noted the importance of the library as a safe space and wondered if we would consider adding those words into our mission. Jeske said it was something to consider and Diane Lapierre mentioned that language is reflected in our values statement.

King ended the conversation stating we can only hope for the best and that all of the Commissioners stand in strong support of the mission of the library.

Lastly, Michelle told Commissioners about the Martin Luther King Jr. Business Awards on January 13. Her assistant will send out information and request RSVP.

#### 8. Report of the Denver Public Library Friends Foundation. Laurie Romer

Laurie Romer briefly mentioned that the Friends Foundation has established a transition team to facilitate shifting leadership and Romer is the interim director. The Booklovers Ball will be on October 7, 2017. The theme of James Bond will support our efforts around the GO Bond.

9. Other Business.

Diane Lapierre, director of Community Relations, introduced Elizabeth (Beth) Warren, manager of Resource Development and Community Partnerships. Ron Miller introduced Melissa Bordwine as the new purchasing manager.

10. Recess of Public Session.

President Marshall asked for a motion to close the public session to discuss the performance evaluation for the City Librarian. Upon motion the public session was recessed.

11. Executive Session for Discussion of City Librarian's Performance Evaluation, January 2016–December 2016.

12. Reconvening of Public Session.

The public session was reconvened at 9:50 AM

13. Action on matters discussed in Executive Session.

The Commission had a good discussion and will transmit a decision to HR.

The meeting was adjourned at 9:53 AM

Submitted by Rebecca Czarnecki for Alice Kelly.

## **Agenda Item 7**

Action Requested: Receive Report

### **City Librarian Report**

*Happy New Year!*

#### **2017 Library Commission Meeting Topics**

In the packet you'll find a listing of potential strategic topics for this year's Library Commission meetings. There are suggested topics for the first part of the year but nothing is set in stone. Underneath that, you'll find a list of other suggested topics, mostly from our strategic plan. At the meeting, it would be great to hear your suggestions for topics or timing of topic discussions. You'll also note that I have suggested a retreat in April which we can discuss in the next couple months.

#### **Hadley Renovation**

The Hadley renovation project is currently in the bidding phase. The date for the bid opening is February 2nd. It is likely to take eight weeks from the selection of the General Contractor to completion of a contract with the City and a notice to proceed to the GC. Therefore, we will likely begin construction in March or April construction and close the branch for six months. Recently, there was a community meeting led by the architect and attended by the City Councilperson. I met with staff recently and they are very excited about the renovation and state that the community is as well. This project will use the remaining funds from the 2007 Better Denver Bond Program.

#### **2017 GO Bond Update**

The Mayor's GO Bond community meetings were held in November and December and the input is being organized at the City. We sent each City Councilperson a follow-up letter with information about the proposed project(s) in his or her district. The Advocacy Committee will meet on January 25. Jack Finlaw, Friends Foundation Board member, is chairing it and Diane Lapierre is responsible for coordination. The Committee includes Friends Foundation Board members, Library Commissioners, Library and Friends staff, and a variety of other supporters. I have sent the Mayor's staff four names of suggested participants for his GO Bond Stakeholder Committee but have not received a response to date. The Central Library Reimagining report is complete and we are awaiting the printed version. We will distribute that information to you once it's available and will keep you updated on next steps.

## Marketing



As part of our marketing efforts, we have two digital billboards (at I-25 and Auraria), 23 traditional billboards (near branches - English and Spanish) and five bus shelter ads up during December and January. The vendor estimates views on the advertisements should total just under 9 million. At the same time, we are running a social media campaign about the availability and ease of using the library digitally. Marketing Communications will be evaluating this to determine whether it had an impact on use. Let us know if you see them!

## Leadership Academy

The library just announced its second biennial Leadership Academy cohort of fourteen staff members from across the system and from positions ranging from bookmobile driver/clerk to librarian to

receiving/processing clerk. Thirty staff members applied, submitting an application and participating in a group interview. Changes from the first round include a longer time frame and a different class structure to help participants balance the load of the coursework and the projects they will have to complete.

## Who is eligible?

- Library employees who work 30-40 hours a week and have supervisor approval
- No minimum education requirements
- Open to all positions

## What is Leadership Academy?

- Developing leadership skills (not management training or supervision skills)
- Delving into topics each month with a mentor
- Deepening relationships throughout the system

## Time requirements:

- One session per month (on average) taught by either Mountain States Employers Council or members of the executive team starting in January and ending with graduation in November

- One hour per month of mentor time
- Projects (approximately 20-30 hours over 11 months)



### **Winter of Reading**

The third annual Winter of Reading is planned for February 1st - March 31st. This year, the brochure doubles (Alice!) as coloring pages! Each participant will receive a pack of colored pencils at signup. As usual, adult participants complete at least three designated activities designed to highlight the great services the library offers. After completion, participants win an

adorable mug and a chance to win a prize pack from the Tattered Cover. Be sure to stop by your local library to sign up!



### **Central Library Wayfinding**

New ADA-compliant signage is going up at the Central Library as part of the wayfinding project.

Installation is expected to take a few weeks and will coincide with some of the more visible wayfinding signs such as elevator bays and overhead departmental signage. You'll see large elevator directory signs and wall-mounted restroom/elevator signs appearing on each floor. This

project received additional funding for 2017 so will be able to continue to improve wayfinding in the large and complex Central Library this year.

### **Highlights from the Finance and Business Processes Division by Ron Miller**

#### **Accounting**

Workday – The replacement of the City's financial software has begun. The HR module went live on 1/3/17. Staff are learning how to navigate and perform

functions in the new system. There are the normal amount of glitches but overall staff are happy with the change. The Budgeting, Financial Accounting, Reporting and Purchasing modules are scheduled to go live in July. Workday will be a major improvement for this department's operations since it will integrate budgeting, accounting, purchasing and reporting with City systems for the first time. We will no longer need a separate financial system where we enter transactions and then send them to the City to be entered a second time.

After 18 years of serving DPL, Rich Weinstock, our Accounting Manager is retiring. His last day will be on April 29th.

### **Purchasing**

New Purchasing Administrator - Melissa Bordwine started on December 5th. Melissa comes to us from City Purchasing where she has worked for nine years; recently as a Senior Buyer. She has a total of 18 years purchasing experience. She has handled several high-profile procurements including the 2.5 million dollar Ingram RFP for our Collections Department and the Wells Fargo custodial RFP and contract for the City's 3+ billion dollars in investments. She will be a great asset to our team.

### **Metrics**

TrackVia replacement - There is a project team working on the replacement for TrackVia as the performance metrics database will no longer be supported by the vendor after June 30. The new data warehouse will be custom developed and is targeted to be in place by March or April. This is the first phase of the Data Roadmap project and should result in a more user friendly useful way to track and report out on our many metrics.

### **Lean Process Improvement**

Central Lighting - As part of our continuing efforts to make the library lean, we are implementing an innovation to replace the lights at Central with more efficient LED bulbs. This project will replace 24,000 four-foot bulbs and 6,000 eight-inch cans. The City Sustainability Fund has agreed to pay for the lights if we can cover the cost of staff to replace them. The lights will cost around \$250,000 after rebates and the cost for the staff will be around \$110,000. We are working with the City's Denver Day Works program to use people experiencing homelessness to do the four-foot bulb replacements. We expect this part of the project to keep two people employed for four months. The costs for this innovation have a payback of less than a year from energy savings and staff efficiencies.

### **Dates to Remember**

- 1/31, 5:30–7:30p.m., Staff Art Show Reception with the Banned Book Band, Central Library, 7th floor, Vida Ellison Gallery



- 2/4, 1:30–3:30 p.m., Juanita Gray Community Service Awards, Blair-Caldwell, 3rd floor
- 2/11 3:30–5:00 p.m., New Harmony Music Series: Purnell Steen Trio with Myra Warren, Blair-Caldwell, Large Conference Room
- 2/15 11 a.m.–1 p.m., Pop Your Mind Staff Lunch and Learn: Services to Immigrants and Refugees, Central Library, 7th floor Training Room
- 2/25, 2–4 p.m., R.A.D.A. Event - All American Boys, Central Library, B2 Conference Center
- 2/28, 5:30–7:30 p.m., Adrian Miller Author Event, Central Library, 7th floor, Vida Ellison Gallery
- 2/9 7:00–10:00p.m., Trivia Kickoff for Winter of Reading, Little Machine Beer
- 3/11, 3:30–5 p.m., Harmony Street - Bluez House, Blair-Caldwell, Large Conference Room

## **City Librarian Activity Highlights**

### **Mayor and City Council**

- Attended Mayoral All Appointee meeting
- Met with Mayor's Deputy Chiefs of Staff Evan Dreyer and Penny May, Chief of Staff Alan Salazar and other Mayor and Police staff to discuss increasing security issues and effects of homeless camping bans on library and users

### **Facilities Master Plan**

- Met with Stapleton Foundation CEO Landri Taylor about Blair-Caldwell advocacy

### **Community Engagement**

- Presented to the Tamarac Optimists Club
- Walked with staff in the 32nd Annual MLK, Jr. Parade
- Attended the Martin Luther King, Jr. Business Awards celebration with Library Commissioners, Library and Friends staff and other supporters

### **Workforce Development**

- Met with Office of Workforce Development Director Denise Bryant

### **Library Commission**

- Met with several Library Commissioners one-on-one
- Met with former Library Commissioner Taylor Kirkpatrick

### **Friends Foundation**

- Worked with Friends Foundation Transition Committee

- Attended Friends Foundation Finance Committee meeting
- Attended Foundation/Commission 12th Night Gathering

**Staff Support**

- Attended the Facilities staff holiday party
- Met with Bear Valley, Byers, Hadley and Westwood Branch Library staff groups
- Attended library Program Petting Zoo
- Participated in Leadership Academy mentor training with Mountain States Employers Council
- Led an All Staff meeting to go over 2016 accomplishments, 2017 work plan and other timely matters
- Celebrated 2016 and the holidays with the Executive Team

**Other**

- Met with Metro Area Library Directors
- Met with major donors, former Library Commissioners and other advocates
- Selected to participate in and attended Public Library Association/Institute of Museum and Library Services Leadership Ideas Exchange in Chicago

January 2017

## **2017 Library Commission Meeting Topics - Working Document**

Draft January 2017

### **2017 ideas**

#### **January**

- Independent Agency/Role of Commission Presentation/Discussion. City Attorney Steve Hahn
- Colorado Library Law and Library Board Best Practices Presentation/Discussion. Colorado State Library and attorney Jacqueline Murphy

#### **February**

- Post-election including services to immigrants and refugees
- HR Policy Guidebook update

#### **March**

- Digital experiences

#### **April**

- 2018 budget planning and input
- Summer of Learning

#### ***RETREAT***

- Advocacy plan

#### **May**

- Service planning - branch case studies

#### **June**

- Technology access and training

#### **July**

#### **August**

#### **September**

#### **October**

#### **November**

#### **December**

**Other Topic Ideas**

Diversity and inclusion  
Volunteers  
Staffing analysis  
Activate!Denver/GO Bond  
Community engagement  
Customer experience  
Friends Agreement when leadership transition is figured out  
Data roadmap  
RiNo

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**For Context: 2016 Topics Covered****February**

Structure of Commission meetings

**March**

Diversity and inclusivity of the Library

**April**

2016 branch service plans  
2017 budget

**May**

RiNo/Globeville/Hadley

**June**

2017 Summer of Learning

**July**

Facilities master plan

**August**

Community engagement

**September****October**

Youth services

**November**

Central Library Re-envisioning

**December**

2017 Strategic Plan/Work Plan

## **Agenda Item 7b**

Requested Action: Review and Approve

### **2017 DPL Holidays and Closures**

- New Year's Day, Sunday, January 1, 2017
- New Year's Day (2017) (Observed), Monday, January 2
- Martin Luther King, Jr. Day, Monday, January 16
- Presidents Day, Monday, February 20
- César E. Chávez Day (Observed), Monday, March 27
- Easter Sunday, April 16
- Memorial Day Weekend, Sunday, May 28
- Memorial Day Monday, May 29
- Independence Day, Tuesday, July 4
- Labor Day Weekend, Sunday, September 3
- Labor Day, Monday, September 4
- Veterans Day (Observed), Friday, November 10
- Veterans Day Saturday, November 11
- Thanksgiving Eve, Wednesday, November 22 (Close at 4 p.m.)
- Thanksgiving Day, Thursday, November 23
- Christmas Eve, Sunday, December 24
  - *Revised from closing at 4 PM*
- Christmas Day, Monday, December 25
- New Year's Eve, Sunday, December 31
  - *Revised from closing at 4 PM*
- New Year's Day (2018), Monday, January 1, 2018

# Denver Public Library

## Commission Handbook



**DENVER  
PUBLIC  
LIBRARY**

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## WELCOME FROM THE CITY LIBRARIAN

Thank you for serving as a Denver Public Library Commissioner. On behalf of the current Commission and library staff, I welcome you and look forward to a successful and rewarding relationship.

The information contained in this handbook is an important part of your orientation. In it, you'll learn about the library's governance and operations, as well as getting an overview of our mission, vision and values.

As a commissioner, you serve as the library's advocate and overseer of a beloved public institution. Our customers, city officials and library staff put their trust in you to help keep this organization strong.

I am profoundly grateful to each of you for your belief in the library and its mission. With your valuable time and commitment, the Denver Public Library will continue to be a respected and cherished part of our community.

A handwritten signature in black ink that reads "Michelle Jeske". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Michelle Jeske, City Librarian



# Commissioner Basics

## THE COMMISSIONER IN THE COMMUNITY

Library commissioners play an important role in shaping the public image of the library. They are among the library's most influential representatives in the community. The effective commissioner will:

- Articulate the library's mission
- Keep the lines of communication open between the commissioners, the city librarian, the community, and local government officials
- Maintain a positive relationship with the Library Friends Foundation
- Understand community needs, library capabilities, and the necessity to plan carefully for future library services
- Never miss an opportunity to build goodwill for the library
- Understand the social, legal and political context in which the library exists
- Participate in local and statewide advocacy, stressing the importance of public libraries in today's information-rich society



## FOUNDATION FOR THE COMMISSION

Article 20 of the Colorado Constitution confers on municipal citizens the right to adopt a home rule charter, thereby providing local control for their municipal government. Therefore, the Denver Public Library (DPL) Commission exists, which derives its authority from the Charter of the City and County of Denver:

- **COMMISSION CREATED:** There shall be a Library Commission, consisting of eight members, who shall serve without compensation and shall be appointed by the Mayor.
- **GENERAL POWERS:** The commission shall have exclusive control of the public library, branches thereof and reading rooms, of all money appropriated therefor, of all property or money otherwise acquired for such purposes, of the acquisition by purchase, construction, or lease, of grounds and buildings for such purposes; of the administration of gifts and trusts, and power to do any and all things necessary or expedient in connection with library purposes.
- **OPEN SHELF SYSTEM:** The library and its branches shall, as far as practicable, be conducted upon the open shelf system.
- **ANNUAL REPORTS:** The commission shall make an annual report to the Mayor, stating the condition of its trust, the various sums of money received from the library fund and other sources, and for what purposes such sums of money have been expended; the number of books and periodicals on hand, the number added by purchase or gift, the number lost or missing and the general character of such books, the number of visitors, and such other information as may be deemed of general interest.

Denver's full municipal code can be found at: <https://www.municode.com/library/co/denver>

# Commissioner Basics

## ROLE OF THE COMMISSION

The commission provides the means for the library to operate through financial control and by setting performance expectations through policies and plans. The Commission works to set the standards and goals they want to meet for the good of the taxpayer.

Their employee, the city librarian, is in charge of the ways those standards and goals are met. She employs and directs all other staff, makes choices about how to spend money appropriated in the budget, oversees the physical facility and creates and administers procedures for the daily operation of the library.

- **POLICY:** The commission adopts policies for the library, which are written statements designed to guide decisions at all levels
- **STRATEGIC PLAN:** The Commission reviews and approves the long range plan for the future of the library based on the mission statement
- **FISCAL OVERSIGHT:** The Commission approves the annual budget which sets the stage for the operation of the library and practices responsible fiscal management of the public money
- **NETWORKING:** Commission members build relationships in the community with other leaders, showing the importance of being a library lover through their visibility in the community
- **ADVOCATES:** The commission promotes library services and supports library issues on the local, state and national levels
- **MARKETING:** The commission carries out the mission statement of the library by promoting programs, services and future plans in the community
- **COMMISSION MEETINGS:** Commission members prepare for, attend, and participate in all commission meetings, ready to discuss the issues on the agenda
- **DIRECTOR RELATIONSHIP:** The commission employs a highly qualified city librarian, empowers her to manage the day-to-day operation of the library, and evaluates the city librarian's performance annually

## ROLE OF THE CITY LIBRARIAN

- **ADMINISTRATION:** The city librarian works with the directors who form the executive team to guide and make decisions about the direction of the library.
- **POLICY:** The city librarian advises the commission on policies to handle specific library issues
- **PROCEDURES:** The city librarian determines what is actually done to fulfill the intent of the commission's policies
- **STRATEGIC PLAN:** The city librarian coordinates the planning process and administers annual objectives
- **FINANCE:** The city librarian works with the director of finance and business processes to draft the annual budget and makes recommendations to the commissioners for approval
- **NETWORKING:** The city librarian participates in community events and networks for the benefit of the library
- **MARKETING:** The city librarian oversees the library's public relations and marketing plans
- **COMMISSION MEETINGS:** The city librarian provides a commission packet with explanations of agenda items to prepare the Commissioners for decision making
- **PERSONNEL:** The city librarian makes hiring and evaluation decisions or delegates such to other library leaders.



# Commissioner Basics

## **GOLDEN RULES FOR COMMISSIONERS**

- Govern, don't manage. Leave the actual management of the library to the city librarian
- Listen to the citizens you serve
- Make your position on issues clear, vote your conscience, and agree to support majority decisions, even if they differ from your opinion
- Observe ethical standards with absolute truth, integrity, and honor, and disqualify yourself immediately whenever the appearance of a conflict of interest exists
- Complaints are the city librarian's responsibility. Continued dissatisfaction should be taken up at the Commission meeting only if policy revision is necessary or legal ramifications are involved
- Annually the Library Commission should individually and collectively evaluate their performance and adopt a plan of action to enhance future performance
- Participate in continuing education opportunities
- Participate in fundraising efforts
- Keep an open mind... and a sense of humor

## **BYLAWS**

Commissioner bylaws provide a structure for commission operations. They include terms of office, election of officers, quorum attendance at meetings, voting, and govern other aspects of the commission's internal affairs.

Some of the bylaws are covered in this booklet and the complete bylaws can be found at <http://tiny.cc/DPLByLaws>

## SUNSHINE LAW

In accordance with the state's Sunshine Law, (CRS 24-6-402) and as a matter of ethical governance, all commission meetings are open to the public. All records and documents are public in the same manner. When three or more members discuss commission matters, either verbally or in writing (for instance, via email), a public record must be kept.

Please do not 'reply all' to emails and remember to always speak as though the world were listening.

## INTELLECTUAL FREEDOM

It is the responsibility of each member of the commission to make a commitment to the community's freedom of inquiry and expression, and be prepared to address calmly and respectfully the challenges that may come before you. It is the job of the library commission to defend the rights of each citizen to search for the truth.

Colorado has one of the strictest privacy laws in the country. Our library commission has adopted a Confidentiality of Library Records policy and a Collection Development policy. The latter policy includes selection criteria for a variety of library materials, popular and unpopular, and a procedure for reconsideration of materials in the event of a challenge.

To become familiar with principles and issues relating to intellectual freedom and equitable provision of public library services, review the ALA Library Bill of Rights and Freedom to Read statements, as well as library policies. <http://www.ala.org/advocacy/intfreedom>

In the event of a challenge to materials or other Intellectual Freedom issues, if needed, assistance is available through the Colorado State Library: 303-866-6900

## COLORADO LIBRARY LAWS

Colorado Library Laws (CRS 24-90-101 et seq) provides a legal framework for library operations and responsibilities. Staff, governing commission and agency attorneys who work with libraries should be familiar with this information. Colorado Statutes can be viewed at [www.leg.state.co.us](http://www.leg.state.co.us)

The Colorado State Library has also created a website with links to many detailed and valuable summary documents on Colorado library law: [www.cde.state.co.us/cdelib/LibraryLaw/Index.htm](http://www.cde.state.co.us/cdelib/LibraryLaw/Index.htm)

# Commissioner Basics

## COLORADO PUBLIC LIBRARY STANDARDS

Updated in 2016, the Standards help libraries plan and evaluate their services and meet the needs of their users in the most effective way their resources will allow.

The standards represent a snapshot in time. Library planning and operations are inherently fluid in responding to what is sometimes a rapidly changing social, fiscal, and technological environment.

These standards can inform but do not replace a library's strategic plan. While the standards attempt to identify current key issues, services, and best practices in Colorado public librarianship, they are not intended to be a detailed road map to each library's future.

Standards exist for:

- Collections
- Community Engagement
- Facilities
- Finance
- Governance
- Human Resources
- Marketing & Advocacy
- Planning
- Resource Sharing
- Services & Programming
- Technology



For details, download the full-text or watch YouTube presentations on the Standards, here:

<http://www.colibrarystandards.org/>

# Effective Commission Meetings

## BEFORE THE MEETING

Bring issues that you want covered to the attention of the commission president and/or city librarian before the meeting so that the issue can be placed on the agenda, and so library staff can have full and accurate answers for the entire commission.

Review the entire commission packet. Packets typically include an agenda, previous meeting minutes, staff and financial reports, and documents related to business listed on the agenda.

## MEETING FOCUS

The most effective commissions concentrate their time and energy on a few issues that will have a major impact on the library's future. Remember to stick to the agenda and respect each other's time.

## ATTENDANCE & QUORUM

Regular attendance at commission and committee meetings is essential to make the best possible decision when it comes time to vote.

The commission president and city librarian should be notified in advance if attendance is not possible.

A quorum (5) is the minimum number of commissioners required in attendance for the commission to conduct business. A meeting at which four members are present may transact business, conditional upon written approval of a majority of the Commission within ten days of the meeting.

## PARLIAMENTARY PROCEDURE

Parliamentary procedure is a set of rules of conduct at meetings allowing everyone an opportunity to be heard and to make decisions with minimum confusion. This means democratic rule, flexibility, protection of rights and a fair hearing for everyone. So, it is important that everyone knows the basic rules.

The Library Commission uses Robert's Rules of Order as its code and the rules can be found online at <http://www.rulesonline.com/>



# Effective Commission Meetings

## DECISION MAKING

After commission deliberation, decisions are made by a commissioner majority and not necessarily unanimous agreement.

Once the commission makes a decision, individual commissioners are professionally bound to support the decision publicly, even though they might not necessarily agree with the decision privately.

When it comes to library commission decisions, all commissioners should speak with one voice.

## OPEN MEETING vs. EXECUTIVE SESSION

Public business must be conducted in public. “Sunshine Law” gives citizens the right to hear the deliberations and watch the decision making process in an open meeting.

In comparison, a limited number of specific topics may, under state statute, be discussed in an Executive Session that is not open to the public. No formal action, adoption, or resolution may occur in the executive session.

Statutory Reasons for entering into an Executive Session:

- Legal advice
- Purchase, sale, lease of property
- Matters that are required to be kept confidential by law
- Specialized details of security arrangements or investigations
- Personnel matters [Must name individual]

Please see CRS 24-6-402(3) and Denver municipal code section Article 3, Sec. 2-34 for details.

- <http://www.lpdirect.net/casb/crs/24-6-402.html>
- <https://www.municode.com/library/co/denver>

Please see CRS 24-6-402(3) and Denver municipal code section Article 3, Sec. 2-34 for details.

## THE PUBLIC AT MEETINGS

Commission meetings are held for the conduct of library business. They are not public hearings about library affairs. Though not mandated by law, libraries should have a time at meetings for the public to express themselves. At DPL Commission meetings members of the public are allotted three minutes to speak.

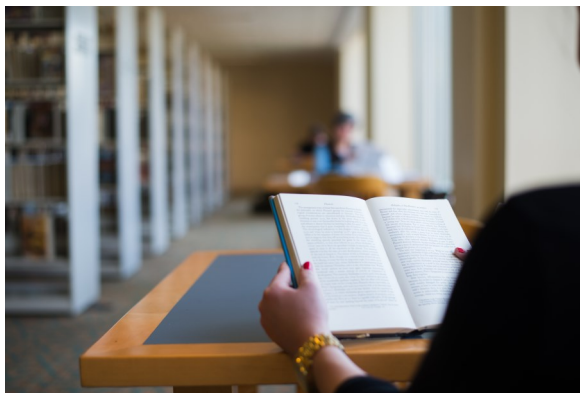
The Commission President should control the period for public expression and must consistently adhere to all rules governing the public's participation at meetings.

Do not answer questions or get into debates, as this time should be reserved for the public to share their thoughts on library issues. Use staff for any appropriate follow-up.

## MEETING MINUTES

Minutes are a record or summary of all motions, proposals, resolutions and any matter formally voted upon. It does not need to be a transcript.

- It must include a record of the vote of all members on all matters voted upon.
- Commission meeting minutes are kept as a permanent record.



# About the Library



In June 1889, City Librarian John Cotton Dana established Denver's first public library in a wing of Denver High School. He referred to it as a "center of public happiness." In 1910, the city opened a Central Library, funded by Andrew Carnegie, located in downtown's Civic Center Park. Between 1913 and 1920, Carnegie also underwrote construction of the city's first eight branch libraries. They would serve a city that had previously relied on traveling trunks of books.

The "Old Main" library in Civic Center Park served downtown Denver for 45 years, until the City opened a new library in 1956. The new structure provided more than twice the space of the Carnegie building and a string of new branch libraries opened to serve sprawling neighborhoods to the southeast and southwest. By the late 1980s, library collections had outgrown the Central Library and most branch libraries. In 1990, voters approved a \$91.6 million bond issue to build a new Central Library and renovate, expand or build new branch library buildings. A 540,000 square-foot Central Library, designed by world-renowned Michael Graves, opened in 1995.

In 2007 Denver voters supported a bond issue that enabled Denver Public Library to build three new branch libraries in newly developed and underserved areas of the city : Green Valley Ranch, Stapleton, and West Denver.

In 2015, there were more than 4 million visitors to Denver Public Library and it circulated more than 9 million materials. DPL employs over 600 people, and has an annual operating budget of approximately \$42 million.

The library website has a wealth of additional historic and current library information. The Annual Report also contains up-to-date material on library services, programs and statistical measures.

**MISSION:** The Denver Public Library connects people with information, ideas and experiences to provide enjoyment, enrich lives and strengthen our community.

**VISION:** An inspired and engaged Denver.

**ORGANIZATIONAL VALUES:**

- Customer satisfaction and loyalty
- Equality of service
- Intellectual freedom
- Confidentiality of use
- Collaboration with partners
- The Trust of our community
- A Culture of innovation



**GUIDING PRINCIPLES:** We believe people take pride in doing an excellent job and are devoted to providing exceptional customer service. We believe powerful results are possible when every person—every day—brings his or her intellect, compassion, creativity and unique talents to our common goals. We believe that engaged employees produce high-quality work resulting in high customer satisfaction. We believe that with trust, respect, teamwork, communication, engagement and shared responsibility, we create a work environment that supports learning, growth, innovation and risk-taking. Together we make an extraordinary difference in our community.

**STRATEGIC PLAN:** The Strategic Plan has been crafted to recognize and respond to the changing needs of our community. The major 2016 focus areas are: Early Learning, Out of School Learning, and Technology Access and Training. Our strategic initiatives are: Summer of Learning, Customer Experience, Facilities Master Plan, and Community Engagement.

The Strategic Plan is reviewed twice a year, and objectives are addressed annually. The Plan can be found on the library's website.

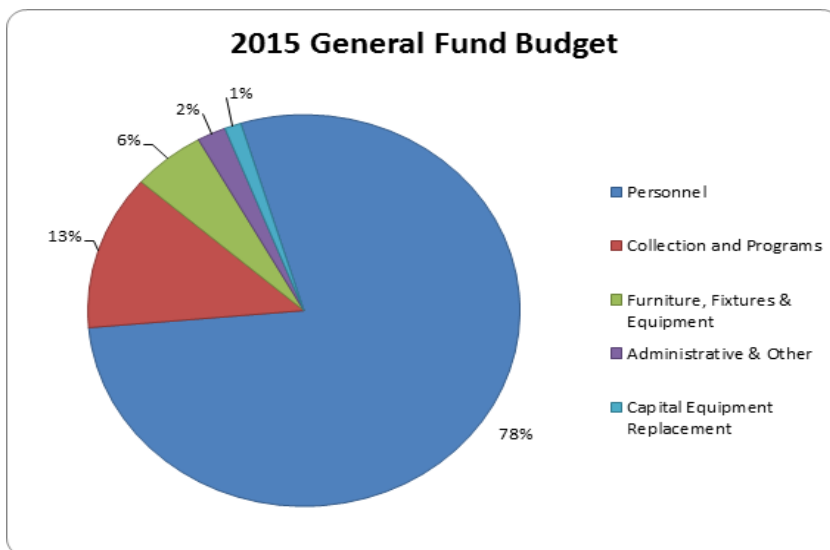
# About the Library

## BUDGET & FINANCES

Budgeting and financial management are some of the most important aspects of a local government's operations. The library must comply with the City's budgeting timelines.

The library's operating revenue is derived largely from City of Denver General Funds and is 3% of the City's General Fund budget. DPL was given approximately \$41.5 million in 2016. DPL also receives about \$3 million from donations and other miscellaneous revenue. A very small percentage comes from state and federal grants - roughly \$176,000.

Expenditures go towards the following categories with the percentages staying fairly fixed from year to year.



## POLICIES

Library policies reflect the library's priorities, define current practices, are comprehensive and user-friendly, and in compliance with state and federal regulations. The following is a list of our major policies.

- Child Safety Policy
- Collection Development Policy
- Computer and Internet Policy
- Exhibits Policy
- Library Use Policy
- Meeting Space Policy
- Privacy Policy

Denver Public Library policies are arranged in several broad categories. All library policies, procedures and guidelines can be found online at:

<https://www.denverlibrary.org/content/library-policies-resources>



# About the Library

## DPL FRIENDS FOUNDATION

The library is fortunate to have the support of the Denver Public Library Friends Foundation, which makes generous contributions each year towards strategic objectives.

The Friends Foundation seeks to support the strategic directions established by the Library Commission. A representative from the Friends Board and the Library Commission acts as a liaison to the other organization. The Friends Foundation grants annual support to the library in response to specific strategic requests.

### Friends Mission and History

The Denver Public Library Friends Foundation enriches our community by building support and raising money to enhance the library's programs and services.

Working within its stated mission, the Friends have a long history of supporting the library, stretching back to 1940. Its spirit of volunteerism and giving reaches across generations and touches the hearts of innumerable individuals throughout the Denver area and beyond.



Fundraising activities include the annual Booklovers Ball and other special events, direct mail and online fundraising campaigns, special campaigns for capital purposes, and overseeing the endowment funds.

The Friends Foundation also raise funds through annual membership dues and annual used book sales. Many members of the Friends serve as library volunteers.

# Checklist of Items for New Commissioners

## TO DO'S

- ☐ Read the New Commissioner Handbook and additional materials
- ☐ Have your photo taken for the Commission webpage
- ☐ Study the website
- ☐ Attend a program or two
- ☐ Ask your friends and colleagues about the library
- ☐ Wear your name badge when representing the library

## READING MATERIALS INCLUDED IN YOUR PACKET

- Commission Bylaws
- Annual Report
- DPL Strategic Plan
- *Engage* programming magazine
- Services and Resources brochure
- Freedom to Read and Freed to View Statements



**DENVER CENTRAL LIBRARY**

10 West 14th Ave. Parkway  
Denver, Colorado 80204  
720.865.1111  
[denverlibrary.org](http://denverlibrary.org)

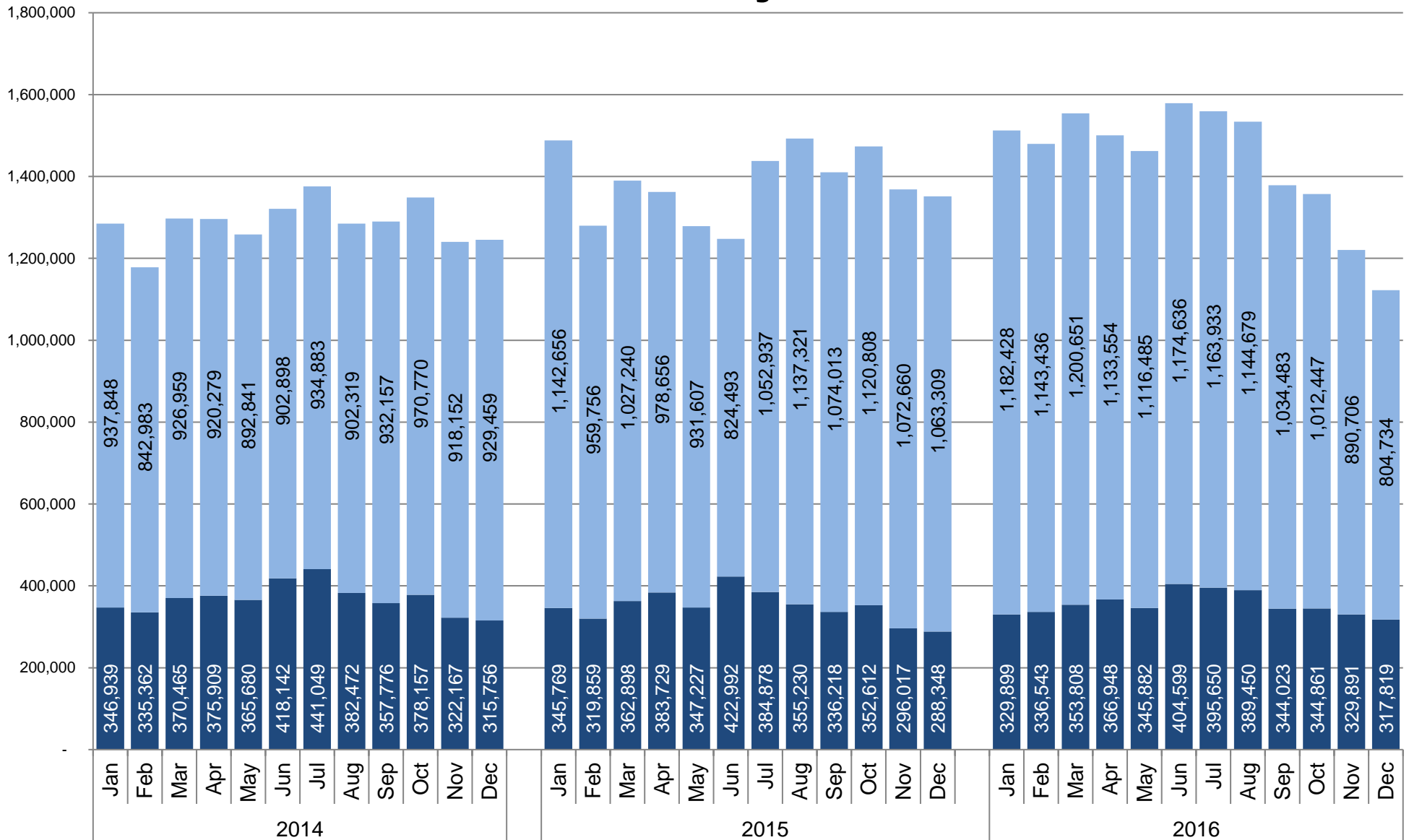


**DENVER  
PUBLIC  
LIBRARY**

# Denver Public Library

## Total Visits By Month

Online  
In Person



➔ Gonzales Branch opened February 23, 2015

➔ Investigating a possible change in hour Overdrive visits are counted, resulting in significant drop in our online visits for November & December 2016

**Online visits** - total website, Overdrive, catalog, and database visits by session, as reported by DUX

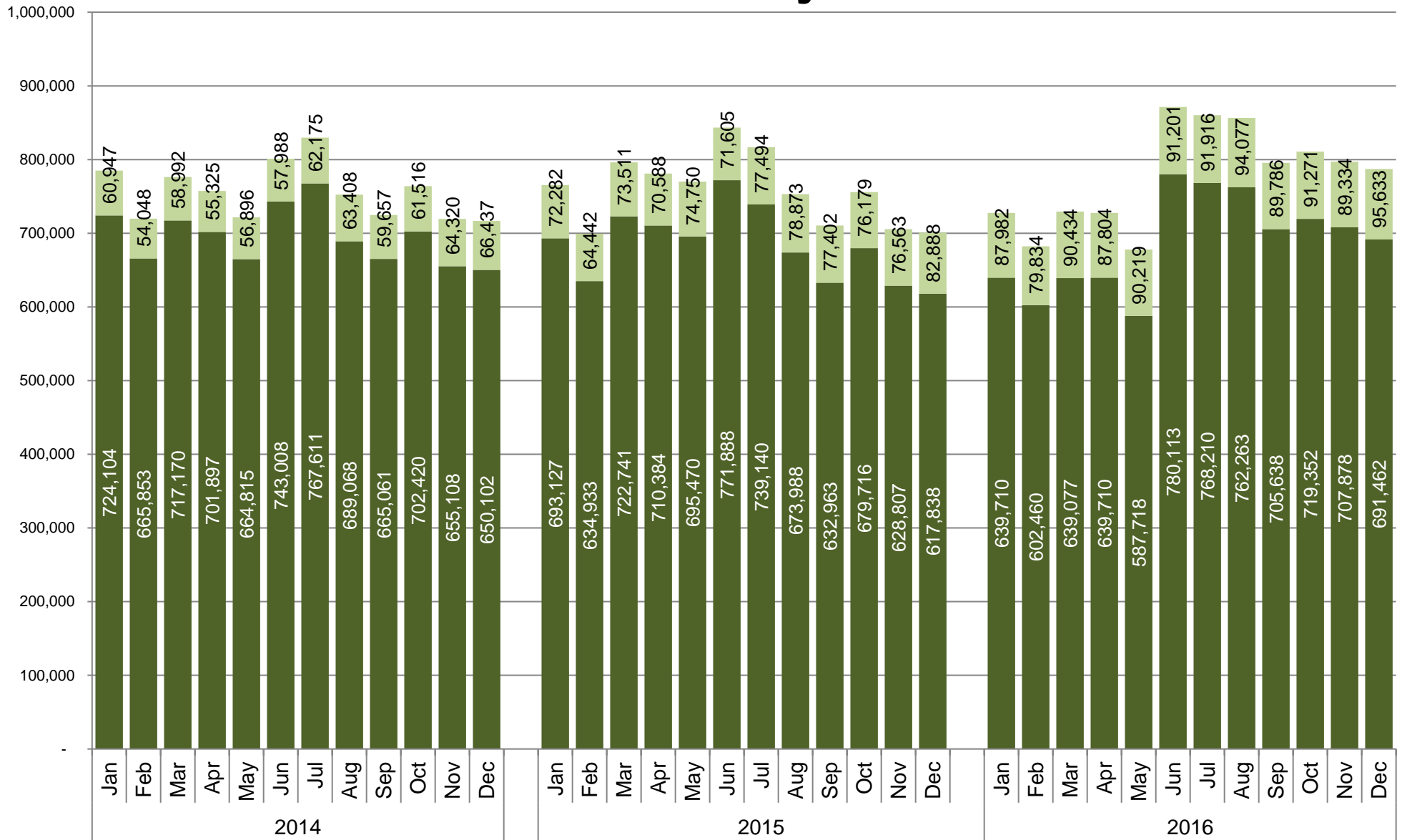
**In Person visits** - total door count from all locations, as submitted to TrackVia Door Counts application; data collection methodology changed to be more consistent across all locations in 2015.

# Denver Public Library

## Total Circulation By Month

Downloads

Materials



→ Gonzales Branch opened February 23, 2015.

→ Auto-renewals began on June 1, 2016.

**Downloads** - total downloads, including electronic books, movies, magazines, and music, as reported by DUX

**Materials** - total circulation of physical materials at all locations, from Polaris ILS

# Denver Public Library

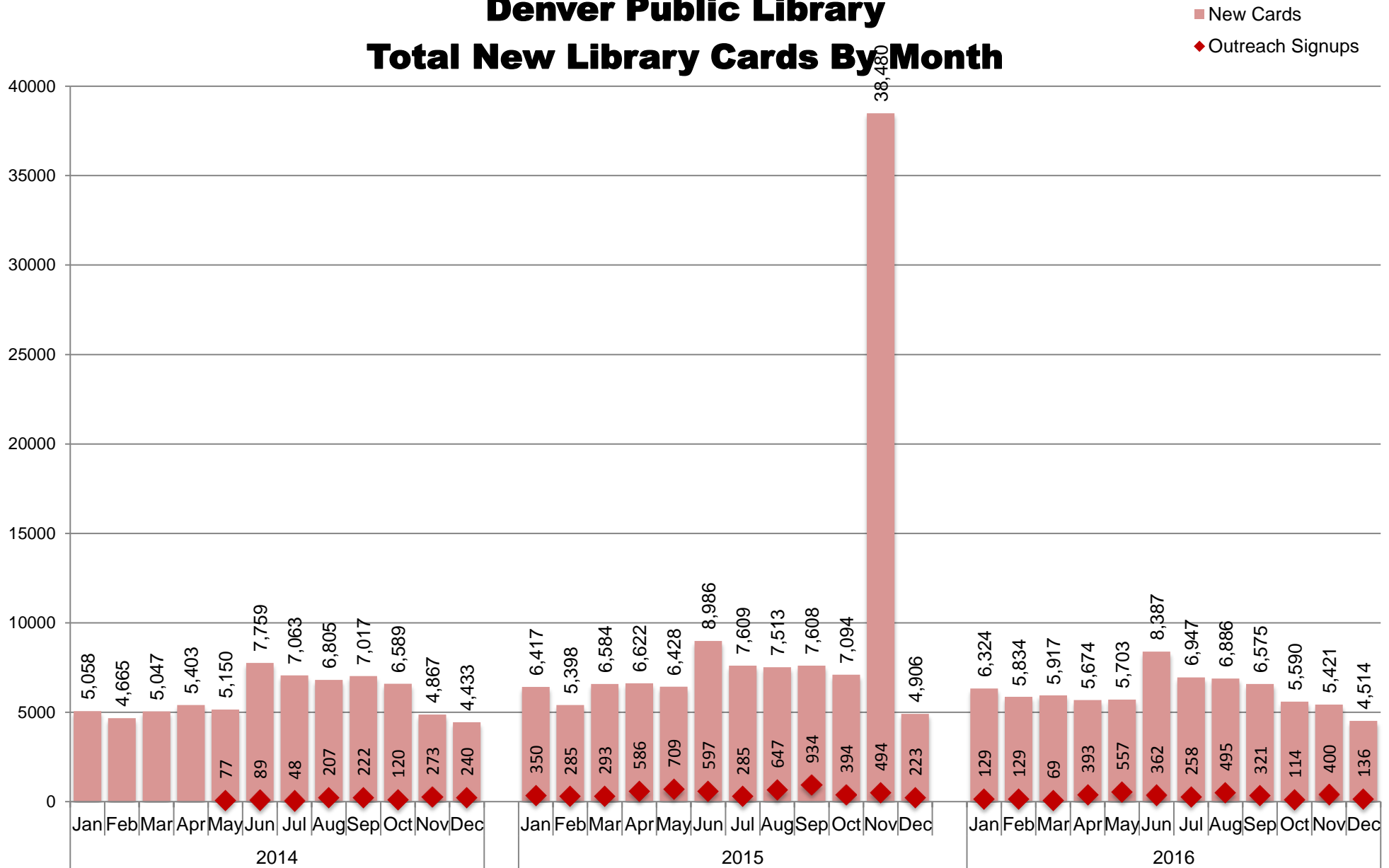
## Monthly Circulation by Branch

### December 2016

Location	Total Circulation	+/- Previous Month	2016/2015 Year/Year
Athmar Park	8,688	→ (350)	↑ 358
Bear Valley	32,066	↓ (2,525)	↑ 3,183
Blair-Caldwell African American Research Library	8,303	↓ (1,175)	↓ (801)
Bookmobile	10,023	↑ 387	↑ 3,455
Byers	4,194	→ (113)	↑ 869
Central Library	104,947	↓ (752)	↑ 6,502
Decker	15,556	↑ 271	↑ 1,597
Eugene Field	24,716	↓ (1,040)	↑ 2,439
Ford-Warren	13,766	↑ 361	↑ 1,798
Green Valley Ranch	26,228	↓ (3,328)	↑ 3,044
Hadley	13,167	↓ (722)	↑ 1,123
Hampden	35,104	↑ 417	↑ 2,103
Montbello	11,327	↓ (648)	↑ 3,170
Park Hill	32,514	↓ (804)	↑ 4,607
Pauline Robinson	5,630	↓ (782)	↑ 903
Rodolfo "Corky" Gonzales	25,342	↓ (1,400)	→ (37)
Ross-Barnum	9,933	↓ (960)	↑ 1,069
Ross-Broadway	16,426	↑ 963	↑ 2,838
Ross-Cherry Creek	28,376	↓ (584)	↑ 3,551
Ross-University Hills	55,633	↑ 1,283	↑ 7,704
Sam Gary	62,462	↓ (2,957)	↑ 9,448
Schlessman Family	58,801	↑ 298	↑ 7,472
Smiley	23,731	↑ 478	↑ 831
Valdez-Perry	3,933	→ (283)	↑ 993
Virginia Village	33,506	↓ (804)	↑ 4,563
Westwood	3,910	↓ (747)	↑ 295
Woodbury	23,180	↓ (900)	↑ 547
Denverlibrary.org Downloadables	95,633	↑ 6,299	↑ 12,745
<b>Total</b>	<b>787,095</b>	<b>↓ (10,117)</b>	<b>↑ 86,369</b>

# Denver Public Library

## Total New Library Cards By Month



➔ MyDenver card program large DPS database upload in November 2015.

➔ Gonzales Branch opened February 23, 2015.

➔ Brew Ha! Ha! programming and outreach blitz - September 2015

**New Cards** - total number of new library card registrations (including computer user only cards), as reported by IT

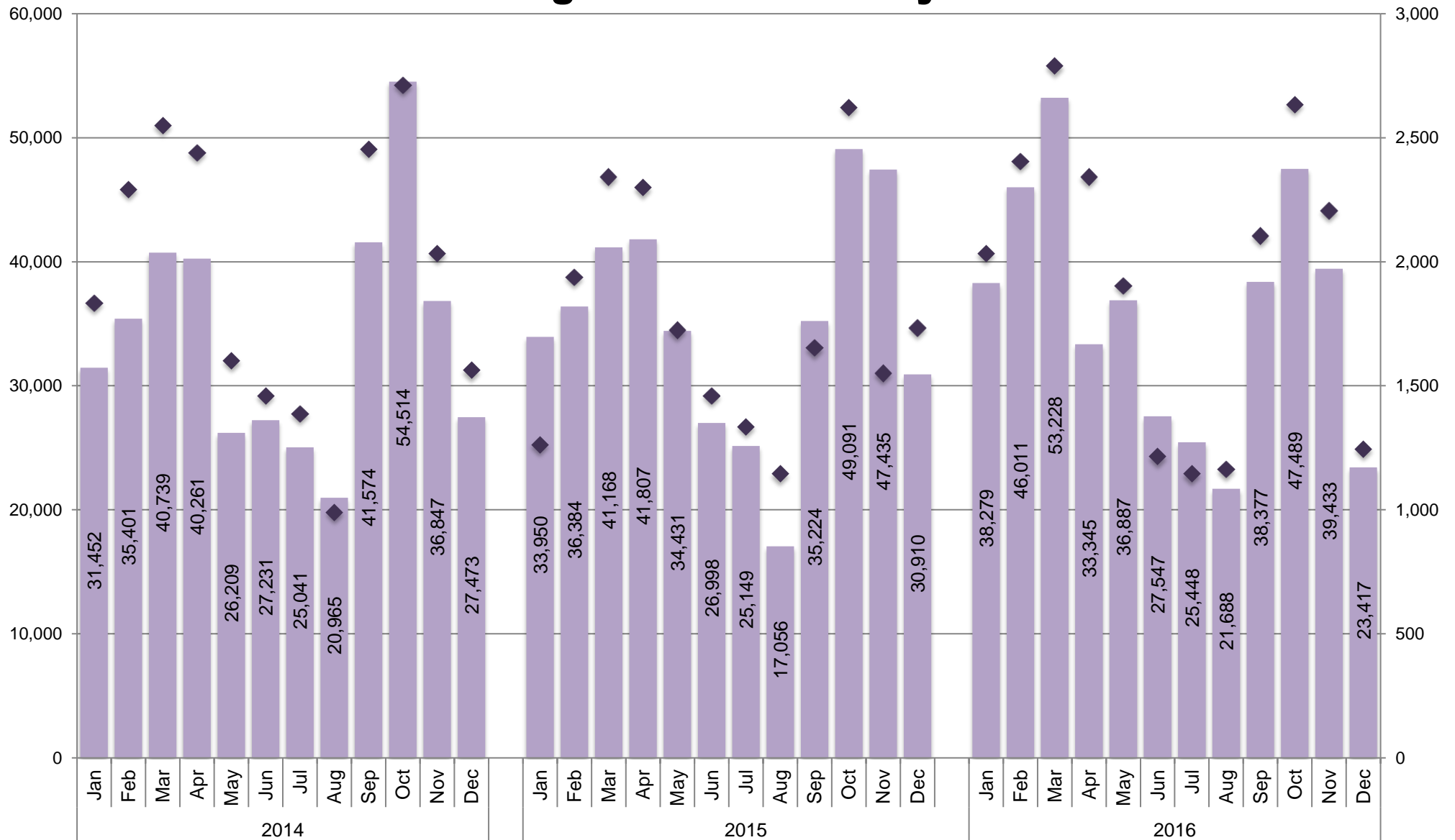
**Outreach Signups** - total number of new library card signups occurring at Outreach events in the community, as submitted to TrackVia Program & Outreach Tracking application. (Note: 2014 data includes some estimates, as our tracking system did not capture this information before 2015.)

# Denver Public Library

## Total Program Attendance By Month

■ Attendance

◆ Sessions



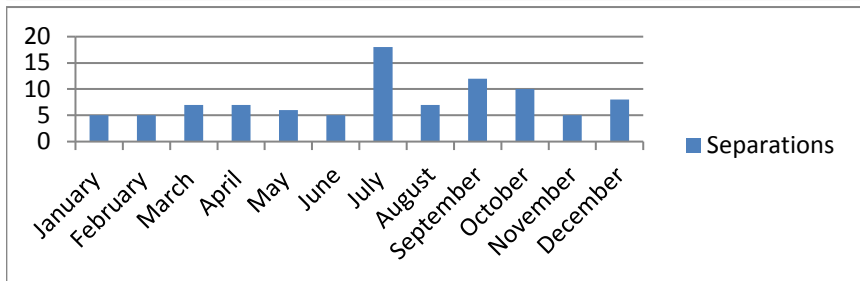
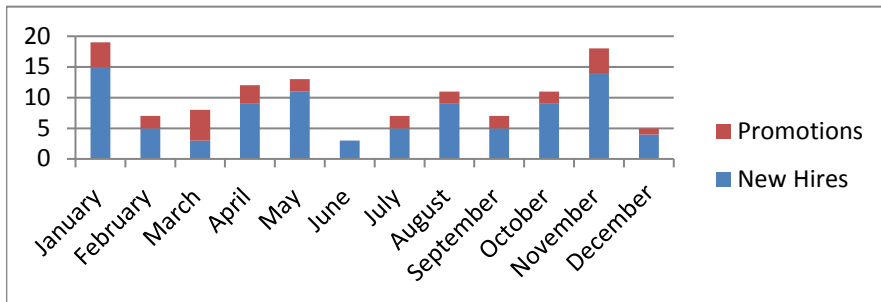
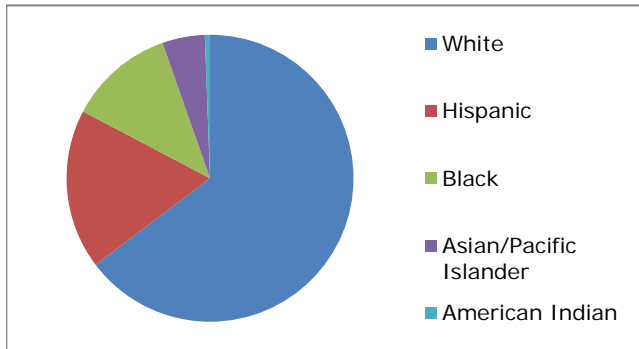
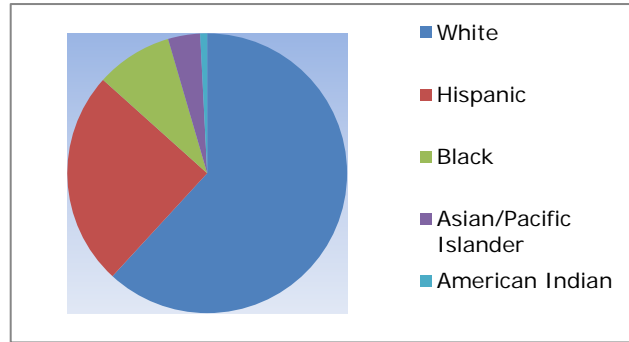
➔Brew Ha! Ha! programming and outreach blitz - September 2015

**Attendance** - total program attendance from all locations, as submitted to TrackVia Program & Outreach Tracking application (includes programs, library events, storytimes, and tours); prior to 2015, attendance figures were not aligned with state reporting definitions and may include (Appointment Services, Exhibits, and Passive Programs).

**Sessions** - total number of program sessions offered (as defined in Attendance), as submitted to TrackVia Program & Outreach Tracking application

# Denver Public Library Human Resources Dashboard

January 2017



DEMOGRAPHICS			
Workforce Size	622	Female	61%
2015 Comparison	623	Exempt	26%
White	62%	Non Exempt	74%
Hispanic	25%	Average Age	43
Black	9%	Average Years of Service	8.8
Asian/Pacific Islander	4%	Exempt over 55	23%
American Indian	1%	Non Exempt over 55	22%
Ethnic Minorities	38%		
2015 Comparison	38%		

APPLICANTS			
Month of December*	716	Female	61%
2015 Comparison	1938	Male	37%
White	62%	Other/Unknown	2%
Hispanic	17%	* Limited jobs posted due to Peoplesoft freeze	
Black	11%		
Asian/Pacific Islander	5%		
American Indian	1%		
Other/Unknown	4%		
Ethnic Minorities	34%		
2015 Comparison	32%		

NEW HIRES AND PROMOTIONS			
New Hires YTD	92	Promotions YTD	29
2015 Comparison	112	2015 Comparison	28
Ethnic Minorities	39%	Ethnic Minorities	38%
2015 Comparison	44%	2015 Comparison	36%
Female	59%	Female	72%
2015 Comparison	61%	2015 Comparison	61%
Transfer/Reassignments YTD	23		

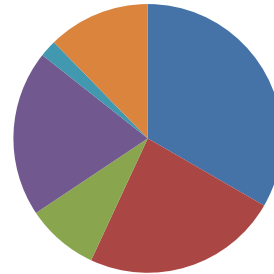
SEPARATIONS			
Separations YTD	95	Turnover YTD	16.0%
2015 Comparison	85	2015 Comparison	14.3%
Retirements YTD	19		
2015 Comparison	9		

# Denver Public Library Human Resources Dashboard

January 2017

## Leave Cases in 2016

- FMLA - Intermittent
- FMLA - Continuous
- Leave of Absence
- Interactive Process (ADA)
- Medical Disqualification
- Workers' Compensation



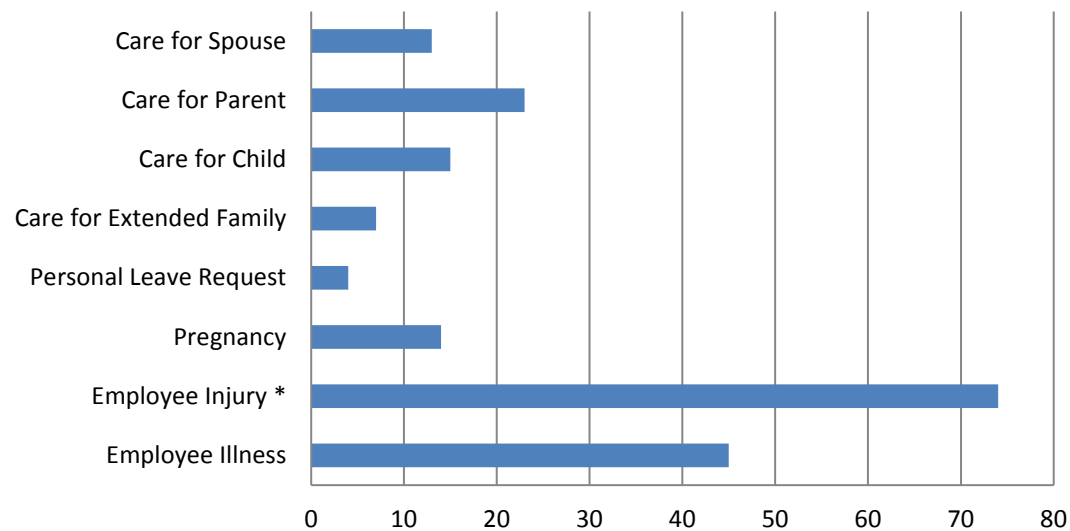
## Percentage of Staff on Leave

31%

## Leave Cases in 2016

FMLA - Intermittent	65
FMLA - Continuous	46
Leave of Absence	17
Interactive Process (ADA)	39
Medical Disqualification	4
Workers' Compensation	24

## Type of Leave Taken in 2016



## Type of Leave Taken in 2016

Employee Illness	45
Employee Injury *	74
Pregnancy	14
Personal Leave Request	4
Care for Extended Family	7
Care for Child	15
Care for Parent	23
Care for Spouse	13

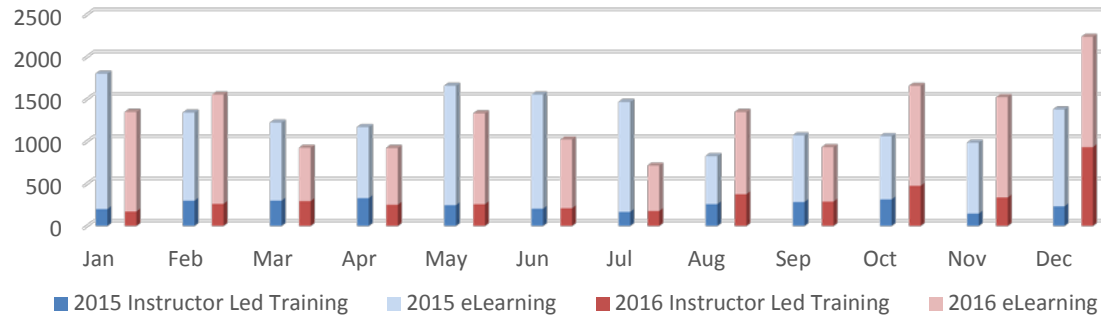
\* Employee injuries are a combination of on-the-job injuries (24) and off-the-job injuries (50).



# Denver Public Library Human Resources Dashboard

January 2017

## Completed Learning - Year-to-Year Comparison

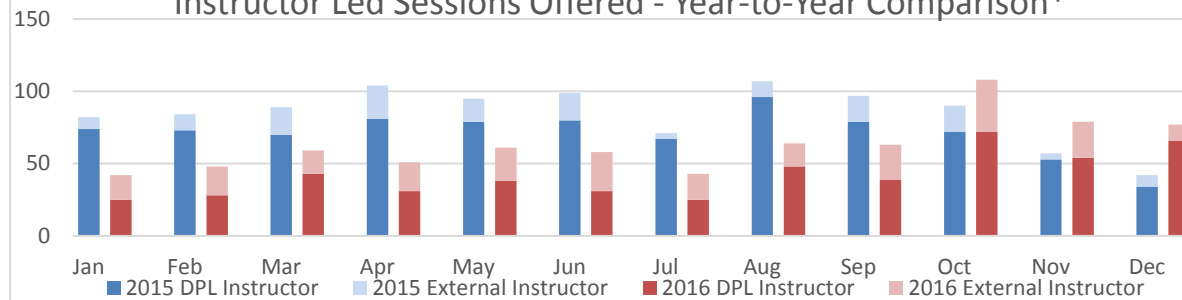


### Last Month:

#### Staff Learning Completions

eLearning	1303
Instructor Led Training	933

## Instructor Led Sessions Offered - Year-to-Year Comparison\*



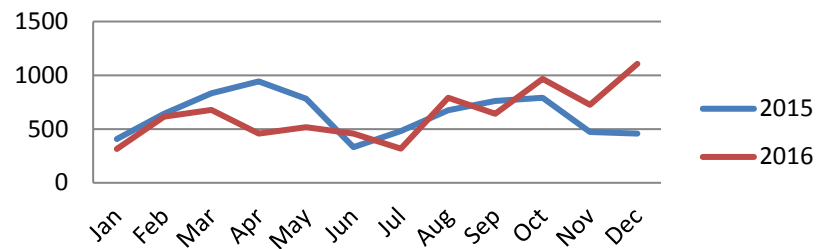
### Last Month:

#### Instructor Led Training

Sessions Offered	77
Percentage Taught by DPL Staff	86%

\*2016 decrease due to staffing limitations

## Instructor Led Training Hours Completed by Staff



## Top 5 Training Items Last Month

Title	Type	Rank
Customer Service and You	Session	1
The Empowered Employee	Session	2
Safety at DPL	Session	3
DPL Programming 101	Session	4
Direct to INN-Reach elearning	Online Class	5

THE BEST OF COLORADO LIVING

# COLORADO *expression*

December 2016 – January 2017

## *UnderTheRadar*

COLORADANS QUIETLY PERFORMING EXTRAORDINARY WORK

**Michelle Jeske:** *City Librarian for Denver's Central Library and the 25 other public libraries within its system. The Denver Public Libraries host over four million visits a year and over 12 million online visits.*

“With all of the technology today, one would think that libraries would become outdated and unnecessary. How do you keep them relevant? I think the whole premise behind public libraries is about equalizing and providing opportunities for everybody. In the past this was done primarily through books but today we have the ability through technology. We can provide learning opportunities through programs, formal classes, one-on-one help, e-books, and more. There's still a digital divide and technology isn't accessible to everyone. Libraries can provide free internet access for people who don't have that opportunity. *Who in the community are your main focus?* We give most of our attention to new immigrants, refugees, the elderly, and children. *Do demographics play into this?* Definitely. We track where everyone



lives and extend outreach programs for them. For our immigrants and refugees we try to place our collections of books in their languages at their local libraries as well as having adult and family programming which includes technology and training. For the elderly we have our bookmobiles which go to retirement centers and nursing homes. And for needy children we have a multi-faceted approach. *What does that involve?* It centers on early learning for ages 0-3 and out of school enrichment opportunities for kids and teens. That includes after school, weekends, summers, and holiday breaks. We can't rely on public schools to do the entire education for our children. You know kids are awake 6000 hours a year and they're in school for 1000 hours. That leaves a potential 5000 hours for learning opportunities. As they say, it takes a village. *Do you have book giveaways for kids?* Yes, we have a couple of customized bikes that have shelves that open up and they're full of books. We go to city festivals and the bikes also have a Wi-Fi hotspot for people to use. Then we have a Carrito Librito which looks like an ice-cream cart with a big branded umbrella. Instead of giving out popsicles and ice cream from the insu-

INTERVIEW: CAROL ABRAMS  
PHOTOGRAPHY: STEVIE CRECELIOUS,  
WONDERWORKS

lated container we give out books. We also take this to neighborhoods, festivals, and school events. *Is it necessary to be a qualified librarian to run a library?* I'm a librarian but in some cities they look for business leaders with financial backgrounds. We have 150 or so librarians on staff out of 634. There are jobs that we feel librarians should do and jobs that other people might be better qualified for, such as those in technology and early education. Our issue is finding a diverse group of people but we always seems to have a really good pool of candidates for our job openings. *Are you a reader?* Yes, I read a lot but I know lots of librarians who don't. I know it's assumed that all of us read all of the time but our mission is really around information, ideas and experiences. *What is your vision for the Denver Library system? How will it continue to be relevant?* We have three different components to this. First, we want to assure that all kids love reading, learning, and are thriving in school. In third grade, only 69 percent of children are reading at grade level and we want to help improve this. Second, we want adults to continue to have the resources and skills they need in order to thrive. Third, we want to continue to build community ties in creative and inspiring ways. *How important is it for libraries to*

*compete with all levels of technology?* I think libraries will always offer books and e-books. We have a continued uptick in the use of our e-books but it's dwarfed by the amount of print books that go out. Where we're starting to see change is more around the movie and music side. There are so many ways that people have access to these and we're just not going to be able to compete forever in this market. On the other hand, it's an opportunity because it frees up space and money for us to be able to do other things. *What will people always want from our Denver libraries?* There's always been an interest in our western history and genealogy collections. Scripps gave us the *Rocky Mountain News* archives and we have hundreds of thousands of photos from them as well as physical objects. Eventually we hope to digitalize all of this but it's going to take a lot of time. *Is there a core philosophy for your library?* Lifelong learning is really the philosophy that underpins public libraries from the very beginning. I feel like we're just expanding on this by continuing to provide our community with what it needs. *It sounds like you love your job?* Absolutely!

*Carol Abrams is a corporate art consultant, a writer, and an educator.*



## EDUCATE ELEVATE EMPOWER

**Breaking the cycle of poverty for single mothers & women veterans through education and training.**



Women With A Cause  
Foundation

**Women With A Cause helps scholars achieve a career path with a secure, stable income.**



**Please visit us at  
[www.wwacscholars.org](http://www.wwacscholars.org)  
to learn more about this  
unique program.**

# **THE DENVER POST**

December 16, 2016

## **Stabbing outside Denver Public Library wounds one, assailant not apprehended**

A stabbing outside the Denver Public Library Friday afternoon caused officials to shut down the building for about 30 minutes as a precautionary measure.

The stabbing victim was taken to Denver Health Medical Center with injuries that are not life threatening, Denver police said. The assailant fled and has not been apprehended.

Police were called just before 3 p.m. to the library, 10 W. 14th Ave. Pkwy., and the people involved in the incident, including the victim, left quickly, said Sgt. Jaime Lucero.

The stabbing happened along busy 14th Avenue, on the south side of the building, just west of Broadway.



**DECEMBER 30, 2016**

## **DENVER PRESCHOOL PROGRAM HOSTS FIFTH ANNUAL PRESCHOOL SHOWCASE**

*FREE ONE-STOP OPPORTUNITY FOR FAMILIES TO LEARN MORE ABOUT THEIR PRESCHOOL OPTIONS, RESOURCES AND TUITION SUPPORT AVAILABLE TO ALL FAMILIES OF 4-YEAR-OLDS LIVING IN DENVER*



*Photo: Mariah Baumgartle*

DENVER — The Denver Preschool Program will host its fifth annual Preschool Showcase in January 2017 to help all Denver families with a 4-year-old access and afford a quality-rated preschool program. The free event will include Spanish translators on-site and take place on the following two dates at three locations:

1. Saturday, Jan. 14, 2017, 10 a.m. to 2 p.m., Dahlia Campus for Health and Well-Being, 3401 Eudora St., Denver, CO 80207
2. Saturday, Jan. 14, 2017, 10 a.m. to 2 p.m., J. Churchill Owen Boys & Girls Club, 3480 W. Kentucky Ave., Denver, CO 80219
3. Thursday, Jan. 19, 2017, 4 p.m. to 8 p.m., Quigg Newton Community Center, 4440 Navajo St., Denver, CO 80211

The Preschool Showcase is an opportunity for families to learn more about the variety of preschool options and resources available in Denver, including meeting with representatives from the more than 250 participating preschools. Furthermore, families can receive information on how to sign up for tuition support available through the Denver Preschool Program.

The event will also feature free food and refreshments, family-friendly activities and entertainment from partners like the Denver Museum of Nature and Science, free dental screenings, story time readings with the Denver Public Library, demonstrations on how to use the Denver Preschool Program's online "Find a Preschool" tool, and photo opportunities with PBS Characters like Clifford and Curious George.

"It's never too early to start thinking about preschool," said Jennifer Landrum, president and CEO of the Denver Preschool Program. "A high-quality program is the foundation for a child's future academic, emotional and social success. As a result, classrooms fill up quickly. Thus, we strongly encourage parents to plan ahead and explore their options now."

For families who are unable to attend this year's showcase, the Denver Preschool Program's online "Find a Preschool" tool will allow them to search for a program at any time by location and quality rating.

Once enrolled in the chosen school, families who live in the City and County of Denver with a 4-year-old can sign up for tuition support through the Denver Preschool Program. Tuition credits are awarded on a sliding scale, which takes into account a family's income, household size and the quality rating of the chosen program.

For more information about the Showcase, please visit [www.dpp.org/showcase](http://www.dpp.org/showcase) or call 303-595-4377.

***About Denver Preschool Program***

*The Denver Preschool Program makes quality preschool possible for all Denver families with 4-year-old children through a dedicated sales tax first approved by voters in 2006 and renewed and extended in 2014. DPP has provided more than \$79 million in tuition support to help more than 41,000 Denver children attend the preschool of their families' choice, establishing each child's foundation for lifelong learning and success.*

**December 31, 2016**

## **BSU's Dr. Anton Treuer wins Denver Public Library history prize for 'Warrior Nation'**

"Warrior Nation: A History of the Red Lake Ojibwe," written by Bemidji State University Professor of Ojibwe Dr. Anton Treuer, has won the Denver Public Library's Caroline Bancroft History Prize.

The Caroline Bancroft Prize is awarded annually by the library's Western History and Genealogy Department. According to the terms of Bancroft's will, an annual prize "to be awarded to the author of the best book on Colorado or Western American History published during the current year, to be known as the Caroline Bancroft History Prize." "Warrior Nation" explores 250 years of the unique and important history of the Red Lake Nation. It offers not only a chronicle of the Red Lake Nation, but also a compelling perspective on a difficult piece of U.S. history.

Treuer conducted oral histories with elders across the Red Lake reservation, learning the stories carried by the people. For the book, the Red Lake band for the first time made available its archival collections, including the personal papers of Peter Graves, a political strategist and tribal leader for the first half of the 20th century, which tell a story about the negotiations over reservation boundaries.

"Most of what Americans hear about native stories are stories from before 1900, and stories of loss with tragic endings," Treuer said. "We get a snippet of Christopher Columbus or Thanksgiving or the 'last of the blank,' whatever tribe we happen to be talking about, and when you look at Red Lake — here they are, in spite of 500 years, with a living language and a progressive and strong tribal government with dynamic leaders."

"Red Lake has been quite dynamic and realizing you cannot go backward in time," Treuer said. "There's only a way forward, and they've been finding the ways. The Red Lake story is fascinating and important in its own right."



The contest defines “Colorado or Western American History” as being geographically inclusive of the trans-Mississippi West, from prehistoric times to the present. This includes all states west of the Mississippi River, Alaska, Hawaii and the Canadian and Mexican borderlands.

In defining the term “best book,” the staff of the Western History and Genealogy Department considers books that make a significant contribution to historical knowledge, that present thorough and original research, that bring a new perspective to some well-known question and that are of a high literary quality. The winner is selected by employees of the Western History and Genealogy Department and the Blair-Caldwell African American Research Library. The winning book collects a \$1,000 prize; honor books may be named but will not receive a monetary prize.

“Warrior Nation” won the Award of Merit from the American Association for State and Local History in June, and was a finalist for Minnesota Book Award and the Hogander Book Award.

#### About the Red Lake Nation

Unlike every other reservation in Minnesota, Red Lake holds its land in common — and, consequently, the tribe retains its entire reservation land base. The people of Red Lake developed the first modern indigenous democratic governance system in the United States, decades before any other tribe, but they also maintained their system of hereditary chiefs. The tribe never surrendered to state jurisdiction over crimes committed on its reservation. The reservation is also home to the highest number of Ojibwe-speaking people in the state.

#### About Dr. Anton Treuer

Dr. Anton Treuer (pronounced troy-er) is a professor of languages and indigenous studies at Bemidji State University and author of 14 books. His education, equity and cultural work have put him on a path of service throughout the region, the country and the world. Treuer has presented all over the U.S. and Canada and in several foreign countries on his book, “Everything You Wanted to Know About Indians But Were Afraid to Ask,” cultural competence and equity, strategies for addressing the achievement gap, and tribal sovereignty, history, language and culture.

He has sat on many organizational boards and has received more than 40 prestigious awards and fellowships, including ones from the American Philosophical Society, the National Endowment for the Humanities, the National Science Foundation, the MacArthur Foundation, the Bush Foundation and the John Simon Guggenheim Foundation.

Treuer has a bachelor’s degree from Princeton University and has master’s and doctoral degrees from the University of Minnesota. He is editor of the Oshkaabewis (pronounced o-shkaah-bay-wis) Native Journal, the only academic journal of the Ojibwe language.