



Agenda
March 27, 2025

- A. Call meeting to order
- B. Pledge of Allegiance
- C. Roll call
- D. Public Comments
 - a. Public comment is encouraged and appreciated. This is an opportunity for the public to address the Library Board of Trustees on library related business. In order to accomplish all business on our agenda and to be respectful of everyone's time, board members will not engage in dialogue with individual members of the audience and no immediate action will be taken on any public comment issue. Public comments are limited to three (3) minutes each.
 - b. Please sign in on the back table if you intend to address the board.
- E. Approval of previous meeting notes
- F. Payment approval
- G. Library Director's Report
 - a. Field Trips
 - b. Program numbers
- H. Staff reports
 - a. Kelly and Jill
- I. Old business
 - a. ReThinking Libraries/Andersen Hallis update
 - i. Surveys are out and focus groups are scheduled
 - b. The van is complete
- J. New business
 - a. Focus Group tonight following the meeting 6-7pm
 - b. Board Opening
- K. Next meeting: April 24, 2025
- L. Trustee Comments
- M. Adjournment



Meeting Notes
February 27, 2025

- A. Call meeting to order
 - a. 5:03 Call meeting to order - Rick Medrano
- B. Pledge of Allegiance
- C. Roll call
 - a. Leonard Roskop
 - b. Ken Gfeller
 - c. Howard McClaskey
 - d. Jayra Rodriguez
 - e. Tami Crossen
 - f. Barb Baker
 - g. Lynda Pruett
 - h. Rick Medrano
 - i. KC Baker
- D. Public Comments
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 - b. Aron Lam, Mayor Keenesburg
 - i. Library for Keenesburg/ Keenesburg resolution shared with Board
- E. Approval of previous meeting notes
 - a. Leonard Roskop motion to approve
 - b. Ken Gfeller 2nd
 - c. 6-0 motion carries
- F. Payment approval
 - a. Tami provided clarity on how to read the report
 - b. Motion to approve Leonard Roskop
 - c. Lynda Pruett 2nd
 - d. 6-0 motion carries

G. Library Director's Report

a. Annual Report Statistics

- i. Nearly doubled the number of programs offered from 2023 to 2024
- ii. All stats are up
- iii. Patron visits 68,000 to 73,000 from 2023 to 2024
- iv. External programs all good participation

b. SEWC Chamber Banquet report

- i. Star Service Award presented to Hudson Library
 1. Honor nonprofit member that has provided exemplary contribution to the Chamber.

c. Feasibility study

- i. Hosting a focus group with the Board
 1. March 27 after our regular meeting

H. Staff reports

a. KC Baker's report on the Maker Space

- i. Check out all the great tools available and a schedule of dedicated hours or schedule an appt with KC
 1. some tools are by appointment only
 2. see schedule on website and Facebook posts
- ii. Instruction book available along with personal support by KC
- iii. Library staff support available
- iv. Maker Space open house event with 9 stations, 47 patrons attended
- v. Check online for the monthly crafts and Maker Taster programs

b. Jayra Rodriguez started "play" careers

- i. Dentist is the first setup

I. Old business

a. Welcome new board members.

Ken Gfeller term date 2029, Howard McClaskey term date 2026.

b. Minutes from ReThinking Libraries/Andersen Hallis committee meeting- Rick Medrano, Jayra Rodriguez and Tami Crossen.

- i. Outlined their program and planning for the assessment
- ii. final draft of survey goes live next week until end of April coinciding with our focus group schedule

c. Van update- wrap and conversion

- i. Looking good! Conversion started and due to be completed by end of March

J. New business

a. Board of Trustee officer elections

- i. Rick Medrano will run for another term, Chair
- ii. Lynda Pruett will run for another term, Secretary
- iii. Barb Baker will run for another term, Co Chair
- iv. Howard McClaskey will run for Treasurer

- v. Blanket motion Leonard Roskop to approve all candidates
- vi. 2nd Ken Gfeller
- vii. 6-0 motion carries, officers are in place
 - 1. Rick Medrano, Chair
 - 2. Barb Baker Co Chair
 - 3. Howard McClaskey Treasurer
 - 4. Lynda Pruett, Secretary

- b. Review of possible library expansion
 - i. some ideas / visions that could be influenced by our feasibility assessment project
- c. Review of carport addition for the van
 - i. next to the existing garage

K. Next meeting

- a. March 27, 2025, 5:00 pm, Hudson Library

L. Trustee Comments

- a. Leonard: welcome new members and thanks to Tami and staff
- b. Ken: happy to be a member
- c. Howard: Ready to get involved
- d. Lynda: KC maker space my favorite and Tami and staff thank you as always
- e. Rick: KC thanks and great to be in the Library during the Feasibility meetings

M. Adjournment

- a. motion to adjourn Ken Gfeller
- b. 2nd Howard McClaskey
- c. 6-0 motion carries

Lynda Pruett
4-24-2025

Report Criteria:
 Summary report type printed
 Invoice Detail, GL account = "25646010"- "25999999"

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	GL Account	Check Amount	Check Number	Check Issue Date
5	United Power Inc.	020425-LIB	Electric Service January - L	02/04/2025	845.94	25646413	845.94	63690	02/20/2025
Total 5:					845.94		845.94		
30	CenturyLink	012825-2232	Library Telephone Bill	01/28/2025	63.34	25646410	63.34	63638	02/11/2025
Total 30:					63.34		63.34		
53	Farm & Home Lumber LLC	87571	Ice Melt	01/07/2025	22.45	25646724	22.45	63625	02/10/2025
Total 53:					22.45		22.45		
206	Valley Fire Extinguisher Inc	164525	Annual Fire Extinguisher M	11/01/2024	60.00	25646420	60.00	63672	02/20/2025
Total 206:					60.00		60.00		
1041	Caselle Inc.	138869	Contract Support and Main	02/01/2025	149.38	25647733	149.38	63693	02/27/2025
Total 1041:					149.38		149.38		
1186	Bank of Colorado	020125-BL	Mailboxes Online- Cluster	02/01/2025	1,045.00	25646632	1,045.00	63631	02/10/2025
		020125-JR	Hobby Lobby- Craft Room	02/01/2025	1,501.54	25646725	1,501.54	63649	02/11/2025
		020125-KB	USPS - Stamps	02/01/2025	36.50	25646722	36.50	63602	02/04/2025
		020125-TC	Inkriot Marketing - Website	02/01/2025	1,586.47	25646721	1,586.47	63631	02/10/2025
Total 1186:					4,169.51		4,169.51		
1355	The Art Spot	1063	Adult Paint Class	02/07/2025	720.00	25646725	720.00	63654	02/11/2025
Total 1355:					720.00		720.00		
1412	Greeley Lock & Key	0000036780	Basic Pack of 1 entry	02/01/2025	480.00	25646724	480.00	63591	02/03/2025
Total 1412:					480.00		480.00		
1471	Pure Water Dynamics, Inc	1509620-IN	Colibri Cup-At-A-Time Bre	02/01/2025	45.00	25646710	45.00	63686	02/20/2025
Total 1471:					45.00		45.00		
1475	Rocky Mountain Marketing	012925	Advertising	01/29/2025	326.00	25646512	326.00	63594	02/03/2025
Total 1475:					326.00		326.00		
1479	Highplains Library District	2781	Hudson Books	02/15/2025	1,452.25	25646728	1,452.25	63683	02/20/2025
Total 1479:					1,452.25		1,452.25		
1645	Employee Reimbursement	012925-PA	Sam's Club - Reimburseme	01/29/2025	128.38	25646725	128.38	Multiple	02/03/2025
		013125-JR	Walmart - Reimbursement f	01/31/2025	104.22	25646725	104.22	Multiple	02/03/2025
Total 1645:					232.60		232.60		
1660	H-2 Enterprises, LLC	250010A	Snow removal January 202	02/05/2025	3,022.50	25646426	3,022.50	63626	02/10/2025

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	GL Account	Check Amount	Check Number	Check Issue Date
Total 1660:					3,022.50		3,022.50		
1663	Arrowhead Trash Service I	020125	Library Trash services - Fe	02/01/2025	103.00	25646423	103.00	63674	02/20/2025
Total 1663:					103.00		103.00		
1695	Wex Bank	102369574	Library Fuel	01/23/2025	69.27	25646416	69.27	99021226	02/12/2025
Total 1695:					69.27		69.27		
1699	Jessica King	0000442	Yoga classes	01/31/2025	1,115.00	25646725	1,115.00	63593	02/03/2025
Total 1699:					1,115.00		1,115.00		
1799	Amazon Capital Services	1F3P-1M9T-	Hello, Garden Bugs: A High	02/01/2025	1,724.94	25646723	1,724.94	63673	02/20/2025
Total 1799:					1,724.94		1,724.94		
1902	Allo Communications	012425-LIB	Library Internet bill	01/24/2025	231.00	25646724	231.00	63587	02/03/2025
Total 1902:					231.00		231.00		
1917	Modern Marketing	MMI161295	Color Our World Coloring B	01/29/2025	800.42	25646512	800.42	63685	02/20/2025
Total 1917:					800.42		800.42		
1932	Dawnee Rae Raskin	26	January Fitness Classes	02/03/2025	240.00	25646725	240.00	63630	02/10/2025
Total 1932:					240.00		240.00		
2016	Rocky Mountain Butterfly C	644812	Membership Pass Purchas	02/20/2025	950.00	25646723	950.00	63677	02/20/2025
Total 2016:					950.00		950.00		
2060	Rebecca Elaine Smith	003	Sewing Class on 2/5/25	02/05/2025	200.00	25646725	200.00	63652	02/11/2025
Total 2060:					200.00		200.00		
2085	Fort Collins Museum of Dis	N01	Community Circle Library P	02/01/2025	500.00	25646723	500.00	63680	02/20/2025
Total 2085:					500.00		500.00		
2118	Summit Bodyworks, LLC	14923	Remaining pmt for Full Wra	02/03/2025	5,000.00	25646740	5,000.00	63628	02/10/2025
Total 2118:					5,000.00		5,000.00		
Grand Totals:					22,522.60		22,522.60		

Report Criteria:

Summary report type printed

Invoice Detail, GL account = "25646010"- "25999999"

Hudson Library Stats Report

2025

New Library Cards and Onsite Programming			
New Library Cards		33	
Programming			
		Attendance	# of Programs
Kids 0-5		330	13
Kids 6-11		93	8
Teens		17	3
Adults		387	32
All Ages		199	18
Total		1026	74

Create HQ Stats		
Machine		Uses
Sewing		53
3D Prints		12
Sublimation		59
Heat Press		68
Epilog		45
Cricut		39
Button Maker		61
Screen Printer		39
Program Machine Usage		12
Total		388

New Bookmobile Library Cards and Off Site Programming			
New Library Cards		0	
Programming and Stops			
		# of Stops	Total Attendance
Aladdh		1	For all 3 facilities
Charleston		1	Total
Prairie View		1	18
Wild Country RV		2	7
Roggen		1	2
Total		6	27
Events Attended with or without the bookmobile			
Total	Direct Contact		0
Total Exposed			

School Stops		
Programming and Stops		
	# of Stops	Total Atten
CCA	1	2
Hoff	1	20
MeadowRidge	1	17
Lochbuie	1	7
Total	4	46

Library Field Trips	
WCHS Special Needs Class	8
Total	8

Library Financials		Balance	Interest Current	Interest YTD
Financial Institution	Account Type			
TBK	CD-48 Month Maturity 07/27/25	\$68,696.50		
	CD-24 Month Maturity 07/27/25	\$32,976.39		
TBK	Money Market	\$122,484.91	\$9.40	\$19.80
Bank of Colorado	Building	\$4,100.17		
	Money Market	\$9,051,583.91	\$6,935.41	\$14,600.47
High Plains Bank	Insured Cash Sweep	\$5,121,013.94	\$14,738.09	\$31,039.19
	Money Market	\$250,481.82	\$481.82	\$1,049.81
ColoTrust	Plus+	\$2,276,758.61	\$7,798.77	\$16,486.40
	Prime	\$5,639,137.68	\$18,463.87	\$38,750.63