



Agenda  
May 9, 2024

- A. Call meeting to order
- B. Pledge of Allegiance
- C. Roll call
- D. Public Comments
  - a. Three (3) minutes per
- E. Approval of previous meeting notes
- F. Payment approval
- G. Executive Session for legal consultation with Lia Szasz
  - a. pursuant to Colorado Revised Statutes, Title 24, Article 6, Section 402, at subsection 4(b) to go into executive session for the purpose of holding a conference with the attorney for the board of trustees for the Hudson Public Library to discuss strategy for the Lochbuie lawsuit.
- H. Director's report
  - a. Upcoming events the Library/Outreach are attending
  - b. Combined Library Board Dinner in Greeley May 13 th 6:00-7:30
- I. Staff Reports
  - a. Summer reading update
- J. Old business
  - a. MOU with town of Hudson on property
- K. New business
  - a. Outreach vehicle proposal
- L. Next meeting: Thursday, June 13, 2024
- M. Trustee Comments
- N. Adjournment



# HUDSON PUBLIC LIBRARY

Meeting Notes

April 11, 2024

- A. Call meeting to order
  - a. Call to order Barb Baker at 5:06 pm
- B. Pledge of Allegiance
- C. Roll call
  - a. Rick Medrano – zoom, Barb leading due to Rick not well
  - b. Leonard Roskop
  - c. Wilbur Wafel
  - d. Lynda Pruett
  - e. Barb Baker
  - f. Cathy Bollers
  - g. Tami Crossen
  - h. Jayra Rodriguez
  - i. Ana Smith
- D. Public Comments
  - a. none
- E. Approval of previous meeting notes
  - a. Motion to approve, Wilbur Wafel
  - b. 2<sup>nd</sup> Leonard Roskop
  - c. 6-0 motion carries
- F. Payment approval
  - a. HR Advantage group? Cathy Bollers asking
    - i. Employee Handbook work
  - b. Motion to approve Leonard Roskop
  - c. Wilbur Wafel 2<sup>nd</sup>
  - d. 6-0 Motion carries
- G. Strike from agenda – no updates: Executive Session for legal consultation
- H. Director's report
  - a. Tami Crossen
    - i. Stats report – continued increase in numbers
    - ii. First Responder Luncheon Trustees to rsvp to Tami



Meeting Notes

April 11, 2024

- iii. Hired 4 part-time staff members.
    - 1. Training now and will work the floor and help fill schedule for extended hours.
    - 2. One will be strictly dedicated to digital and social platforms.
  - iv. New tables in conference rooms and round tables ready for use
    - 1. Easy setup and moveable
  - v. Should we name our rooms? Board likes this idea
    - 1. Dedicate the community room Terry Redden (Redden Community Room)
    - 2. Board room renamed and categorized as "Class Room"
      - a. Reconfigure the tech and setup to accommodate the new use
- b. Jayra Rodriguez
- i. Summer Reading
    - 1. Adventure Begins at Your Library
      - a. Travel theme (7 weeks, 7 continents)
      - b. Airport format and fun!
- I. Staff Reports
- a. Summer reading update      Starts May 28<sup>th</sup> registration, June 3 official start date.
- J. Old business
- a. MOU with town of Hudson on property
    - i. Document received from the Town of Hudson for our review, consideration, and signature
    - ii. We will vote next month
- K. New business
- a. Scholarship review
    - i. Lynda Pruett moves to approve the 6 submitted and to pre approve any received by the deadline and meet requirements as long as not exceed 10.
    - ii. Leonard Roskop 2<sup>nd</sup>
    - iii. 6-0 motion carries
- L. Next meeting: Thursday, May 9, 2024



Meeting Notes

April 11, 2024

M. Trustee Comments

- a. Ana – Good job Jayra for promoting the scholarships. Next year consider sending out to the 4H clubs leaders to share.
- b. Rick – Congrats on the new hires. Tami thanks to Rick for Outreach department tour and experience.
- c. Lynda – excited for the new extended Library hours

N. Adjournment

- a. Motion to adjourn Lynda Pruett
- b. Rick Medrano 2<sup>nd</sup>
- c. 6-0 motion carries

*Lynda Pruett*  
*5-9-2024*

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
2	Atmos Energy	041024-LIB	Library Gas Service 3/12/2	04/10/2024	177.69	25646412	177.69	62453	04/23/2024
Total 2:					177.69		177.69		
5	United Power Inc.	040324-LIB	Electric Service March- Lib	04/03/2024	695.05	25646413	695.05	62425	04/10/2024
Total 5:					695.05		695.05		
22	Hoffmann Parker Wilson &	033124	Hudson Public Library	03/31/2024	20.00	25646630	20.00	62418	04/10/2024
Total 22:					20.00		20.00		
30	CenturyLink	032824-2232	Library Telephone Bill	03/28/2024	57.61	25646410	57.61	62416	04/10/2024
Total 30:					57.61		57.61		
285	Town of Hudson	2024-UP-001	Town of Hudson Friend of t	01/24/2024	2,500.00	25646511	2,500.00	62377	04/02/2024
Total 285:					2,500.00		2,500.00		
853	Love's Travel Stops & Cou	040324-1	Library- Bookmobile Fuel	04/03/2024	98.81	25646416	98.81	40324	04/03/2024
Total 853:					98.81		98.81		
1041	Caselle Inc.	132161	Contract Support and Main	04/01/2024	143.63	25647733	143.63	62391	04/09/2024
Total 1041:					143.63		143.63		
1122	Zamar Screen Printing Inc.	20320	Reading Program Shirts	03/29/2024	8,760.00	25646725	8,760.00	62381	04/02/2024
Total 1122:					8,760.00		8,760.00		
1186	Bank of Colorado	040124-JR	King Soopers - Kakes with	04/01/2024	562.83	25646211	562.83	62423	04/10/2024
		040124-TC	Hobby Lobby - Craft Suppli	04/01/2024	1,260.62	25646512	1,260.62	62423	04/10/2024
Total 1186:					1,823.45		1,823.45		
1252	Terminix	042924	Work Order 21062070235	04/09/2024	149.45	25646724	149.45	62484	04/25/2024
Total 1252:					149.45		149.45		
1471	Pure Water Dynamics, Inc	1493841-IN	Colibri Cup-At-A-Time Bre	04/01/2024	103.50	25646710	103.50	62424	04/10/2024
Total 1471:					103.50		103.50		
1479	Highplains Library District	2771	Hudson Audiobooks	04/15/2024	2,192.17	25646729	2,192.17	62460	04/23/2024
Total 1479:					2,192.17		2,192.17		
1517	BookPage	S82385	Periodical Book Page 1 yr.	04/25/2024	414.00	25646729	414.00	62415	04/10/2024
Total 1517:					414.00		414.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	GL Account	Check Amount	Check Number	Check Issue Date
1660	H-2 Enterprises, LLC	47493	Snow removal	04/08/2024	1,350.00	25646426	1,350.00	62417	04/10/2024
	Total 1660:				1,350.00		1,350.00		
1663	Arrowhead Trash Service I	040124	Library Trash services - Ap	04/01/2024	94.00	25646423	94.00	62414	04/10/2024
	Total 1663:				94.00		94.00		
1699	Jessica King	0000260	Yoga classes	04/01/2024	965.00	25646725	965.00	62419	04/10/2024
	Total 1699:				965.00		965.00		
1799	Amazon Capital Services	11KP-HHYG-	Sooez 6 Pack Extra Large	04/01/2024	2,335.48	25646730	2,335.48	62427	04/15/2024
	Total 1799:				2,335.48		2,335.48		
1834	HR Advantage Group	1006	Library HR Services - Marc	04/04/2024	393.75	25646632	393.75	62393	04/09/2024
	Total 1834:				393.75		393.75		
1875	Background Information Se	158725	Library Background Check	03/31/2024	96.00	25646632	96.00	62361	04/02/2024
	Total 1875:				96.00		96.00		
1917	Modern Marketing	MMI156475	Advertising Order #MMO24	04/09/2024	550.20	25646512	550.20	62466	04/23/2024
		MMI156493	Advertising Order #MMO24	04/10/2024	1,245.83	25646512	1,245.83	62466	04/23/2024
	Total 1917:				1,796.03		1,796.03		
1932	Dawnee Rae Raskin	016	March Fitness Classes	04/01/2024	240.00	25646725	240.00	62422	04/10/2024
	Total 1932:				240.00		240.00		
1964	Otis & Bedingfield, LLC	36459	Town of Lochbuie 08-566-1	03/31/2024	2,140.50	25646630	2,140.50	62421	04/10/2024
		36758	Governance 08-566-102	04/19/2024	87.50	25646630	87.50	62481	04/25/2024
		36759	Town of Lochbuie 08-566-1	04/19/2024	12,730.50	25646630	12,730.50	62481	04/25/2024
	Total 1964:				14,958.50		14,958.50		
2015	Jared Daniel Furlan	015	Work for drying out water d	03/26/2024	265.00	25646724	265.00	62365	04/02/2024
	Total 2015:				265.00		265.00		
2032	OfficeSpaces of Denver, LL	268505	Final Pmt for Furnishings a	04/12/2024	8,638.97	25646730	8,638.97	62467	04/23/2024
	Total 2032:				8,638.97		8,638.97		
2060	Rebecca Elaine Smith	01	Sourdough Starters	04/16/2024	240.00	25646725	240.00	62482	04/25/2024
	Total 2060:				240.00		240.00		
	Grand Totals:				48,508.09		48,508.09		

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Summary report type printed

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**New Library Cards**

**Stats for WOW!**

<b>WOW!</b>	<b>Hudson</b>		
1	46	Direct Contact	399
		Exposure	504

**Programming Stats**

Library	# of Programs	Total Attendance	WOW!	# Stops	Attendance
Kids 0-5	11	190	School Visits	4- WCMS/CCA	229
Kids 6-11	7	83	Programs	7- Alladin/Charlseton/Priarie View	56
Teens	1	5		1- Wild County RV	37
Adults	26	210		2- Hoff/Lochbuie	133
All Ages	11	26	Lobby Stop	1- Roggen	2
<b>Total</b>	<b>56</b>	<b>514</b>			
				<b>15</b>	<b>457</b>

**CreateHQ Stats**

Total Users	Sewing	3D printer	Sublim/Heat Press	Epilog/ Cricut	Button Maker	Total
March	0	84	Sublim-1 HP- 7	48 9	6	155
April	0	69	Sublim-10 HP- 11	28 3	85	123

**Library Financials**

Financial Institution	Account Type	Balance	Interest	
			Current Month	Interest (YTD)
TBK	CD-48 Month Maturity 07/27/25	\$68,387.57		
	CD-24 Month Maturity 07/27/25	\$32,844.52		
TBK	Money Market	\$122,358.29	\$16.09	\$61.84
Bank of Colorado	Building	\$4,250.16		
	Money Market	\$6,054,638.61	\$5,211.14	\$19,625.90
High Plains Bank	Insured Cash Sweep	\$4,959,652.09	\$16,805.99	\$54,384.87
	Money Market	\$250,516.26	\$516.26	\$2,082.33
ColoTrust	Plus+	\$2,163,441.60	\$10,011.89	\$29,556.83
	Prime	\$5,369,543.50	\$23,885.77	\$69,814.93