



Agenda  
June 26, 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. Financials
- H. Staff reports
  - a. Summer Reading Overview
- I. Old business
  - a. ReThinking Libraries/Andersen Hallis update
  - b. Committee report for park project
  - c. Carport update
- J. New business
- K. Next meeting: July 24, 2025
- L. Trustee Comments
- M. Adjournment



Meeting Notes  
May 22, 2025

- A. Call meeting to order 5:04 Call to order – Rick Medrano
- B. Pledge of Allegiance
- C. Roll call
  - a. Rick Medrano
  - b. Lynda Pruett
  - c. Gabrielle Hattel
  - d. Howard McClaskey
  - e. Ken Gfeller
  - f. Barb Barker
  - g. Tami Crossen
  - h. Jayra Rodriguez
- D. Public Comments
  - a. None
- E. Approval of previous meeting notes
  - a. Motion to approve minutes Ken Gfeller
  - b. 2<sup>nd</sup> Barb Baker
  - c. 6-0 motion carries
- F. Payment approval
  - a. Questions/Answers
    - i. Education class: class Tami took that was excellent on HR
    - ii. Wall paint was for the Community room
  - b. Motion to approve Ken Gfeller
  - c. Lynda Pruett 2<sup>nd</sup>
  - d. 6-0 Motion carries
- G. Library Director's Report
  - a. Field Trips
    - i. 2 Field Trips with Hoff school
    - ii. Children's Day total over 300 attendees
    - iii. Additional information, see Stats report
    - iv. Word-of-mouth compliments around the community outside our district.
  - b. Program numbers
    - i. Great turnout for all programs!
  - c. CLiC recap
    - i. 10 staff attended, great conference
    - ii. Good session on Policy and Procedures in preparation for next year.
    - iii. Activity sessions: "How people understand directions"



Meeting Notes  
May 22, 2025

- d. Ten Year Celebration
  - i. 170 attendees above and beyond the regular hours and programs
  - ii. Fun activities and tables with information on all the programs
- e. Thank you notes from scholarship recipients
  - i. Shared with Trustees
- f. CALCON 2025- September 3-5 Wednesday-Friday
  - i. Motion to close September 3 and 4 - Howard McClaskey
  - ii. Ken Gfeller 2<sup>nd</sup>
  - iii. 6-0 motion carries

H. Staff reports

- a. Summer Reading Overview – Jayra
  - i. Starts Tuesday, May 27, 9:00am!
  - ii. 34 sponsors this year!
  - iii. Get signed up and color your shirt!
- b. Fun new programs to check out – check the calendar!!
- c. 4 extra stops per month this summer with the Bookmobile
- d. A busy Summer planned

I. Old business

- a. ReThinking Libraries/Andersen Hallis update
  - i. Closed the survey and compiling information from focus groups
  - ii. Mid June preliminary report due
- b. Committee for joint park project with the Town of Hudson members will be:
  - i. Ken Gfeller
  - ii. Lynda Pruett
- c. Carport update
  - i. New bid based on new scenario as the original plan will not work in the planned space
  - ii. Lower priced bid based on the changes
  - iii. The building is portable so can be moved based on future planning

J. New business

- a. Capital Budget for 2026
  - i. Strictly for Capital projects that are under consideration per the Feasibility Study
  - ii. Motion to approve Preliminary Capital Budget of \$7M for 2026 Ken Gfeller
  - iii. Lynda Pruett 2<sup>nd</sup>
  - iv. 6-0 motion carries

K. Next meeting: June 26, 2025, 5:00 pm



Meeting Notes  
May 22, 2025

L. Trustee Comments

- a. Barb Baker: Anniversary celebration was great!
- b. Ken Gfeller: Name badges needed for our new Trustees.
- c. Howard McClaskey: Interesting conversation with Board from Keenesburg to open conversations
- d. Gab: great many things going on and after 2 meetings wondering if this is normal!
- e. Lynda: A lot going on for our "little" community, thanks to Tami and staff for managing it all
- f. Rick: Met with Tami bimonthly meetings to help pre plan. HR Learning Session great idea and happy it was well received. Great Summer Reading Program ahead.

M. Motion to adjourn – Howard McClaskey

- a. Ken Gfeller 2<sup>nd</sup>
- b. 6-0 motion carries
- c. 6:28 meeting adjourned

*Lyndam. Prueff*  
*6-26-2025*

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.	050525-LIB	Electric Service April - Libr	05/05/2025	833.60	25646413	833.60	64046	05/15/2025
Total 5:					833.60		833.60		
30	CenturyLink	042825-2232	Library Telephone Bill	04/28/2025	68.41	25646410	68.41	63965	05/06/2025
Total 30:					68.41		68.41		
853	Love's Travel Stops & Cou	6013894852	Library- Bookmobile Fuel	05/02/2025	68.53	25646416	68.53	99051225	05/12/2025
Total 853:					68.53		68.53		
1041	Caselle Inc.	140844	Contract Support and Main	05/01/2025	158.75	25647733	158.75	63994	05/12/2025
Total 1041:					158.75		158.75		
1186	Bank of Colorado	050125-JR	CREDIT: Hobby Lobby - R	05/01/2025	1,029.56	25646725	1,029.56	64040	05/15/2025
		050125-KB	USPS - Stamps for Financ	05/01/2025	18.25	25646722	18.25	63973	05/06/2025
		050125-TC	Safeway - Food for focus g	05/01/2025	1,309.22	25646512	1,309.22	64040	05/15/2025
Total 1186:					2,357.03		2,357.03		
1276	Town of Lochbuie	042925	Lochbuie Fall Festival Spo	04/29/2025	1,000.00	25646512	1,000.00	63980	05/06/2025
Total 1276:					1,000.00		1,000.00		
1471	Pure Water Dynamics, Inc	1514140-IN	Colibri Cup-At-A-Time Bre	05/01/2025	362.78	25646710	362.78	64041	05/15/2025
Total 1471:					362.78		362.78		
1479	Highplains Library District	2784	Hudson Books	05/15/2025	2,203.14	25646729	2,203.14	64072	05/22/2025
Total 1479:					2,203.14		2,203.14		
1487	KS Distributing, Inc	6777	Tork Adv Hand Towel Roll	05/05/2025	629.53	25646710	629.53	64036	05/15/2025
Total 1487:					629.53		629.53		
1645	Employee Reimbursement	043025-JR	La Bodeguita - Supplies for	04/30/2025	65.00	25646725	65.00	63970	05/06/2025
		051225-SJW	King Soopers - Supplies for	05/12/2025	87.08	25646725	87.08	64034	05/15/2025
Total 1645:					152.08		152.08		
1663	Arrowhead Trash Service I	050125	Library Trash services - Ma	05/01/2025	103.00	25646423	103.00	64023	05/15/2025
Total 1663:					103.00		103.00		
1695	Wex Bank	104314181	Library Fuel	04/23/2025	69.53	25646416	69.53	99904022	05/14/2025
Total 1695:					69.53		69.53		
1699	Jessica King	0000497	Yoga classes	05/02/2025	1,310.00	25646725	1,310.00	64033	05/15/2025

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	GL Account	Check Amount	Check Number	Check Issue Date
Total 1699:					1,310.00		1,310.00		
1799	Amazon Capital Services	16VT-H6LJ-	CREDIT: BAKEYBA Canva	05/01/2025	59.99	25646725	59.99	64068	05/22/2025
		1NVK-Y11N-	Kind Ninja Mini Books Clas	05/01/2025	3,120.21	25646720	3,120.21	64068	05/22/2025
Total 1799:					3,060.22		3,060.22		
1890	RDZ Hardscapes LLC	27	Library Ground Maintenanc	05/21/2025	2,100.00	25646422	2,100.00	64074	05/22/2025
Total 1890:					2,100.00		2,100.00		
1902	Allo Communications	042425-LIB	Library Internet bill	04/24/2025	238.00	25646724	238.00	63962	05/06/2025
Total 1902:					238.00		238.00		
1917	Modern Marketing	MMFCG0980	Apr. 2025 Finance Charge	04/18/2025	20.92	25646512	20.92	63972	05/06/2025
		MMI162015	Library Advertising	03/14/2025	1,394.45	25646512	1,394.45	63972	05/06/2025
Total 1917:					1,415.37		1,415.37		
1932	Dawnee Rae Raskin	29	April Fitness Classes	05/04/2025	480.00	25646725	480.00	64039	05/15/2025
Total 1932:					480.00		480.00		
1962	Ann Lincoln Entertainment	030625	Foam Party	03/06/2025	400.00	25646725	400.00	64069	05/22/2025
Total 1962:					400.00		400.00		
2060	Rebecca Elaine Smith	007	Sewing Class on 4/30/25	04/30/2025	200.00	25646725	200.00	64043	05/15/2025
Total 2060:					200.00		200.00		
2136	ReThinking Libraries, LLC	2431	HPL Community Need Ass	04/30/2025	2,250.00	25646633	2,250.00	64044	05/15/2025
Total 2136:					2,250.00		2,250.00		
2155	Anderson Hall Architects, P	0007301	Library Community Needs	03/31/2025	1,325.56	25646633	1,325.56	63964	05/06/2025
		0007309	Library Community Needs	04/30/2025	829.04	25646633	829.04	64022	05/15/2025
Total 2155:					2,154.60		2,154.60		
Grand Totals:					21,614.57		21,614.57		

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	45		
<b>Programming</b>			
	Attendance	# of Programs	
Kids 0-5	419	16	
Kids 6-11	62	9	
Teens	55	3	
Adults	454	37	
All Ages	173	18	
<b>Total</b>	<b>1163</b>	<b>83</b>	

Create HQ Stats		
<b>Machine</b>		<b>Uses</b>
Sewing		8
3D Prints		15
Sublimation		9
Heat Press		19
Epilog		50
Cricut		18
Button Maker		52
Screen Printer		2
Program Machine Usage		3
<b>Total</b>		<b>176</b>

Bookmobile/Van Off Site Programming			
New Library Cards			0
<b>Programming and Stops</b>			
	# of Stops	Total Attendance	
Aladdin	1	For all 3 facilities	
Charleston	1	Total	
Prairie View	1	17	
Wild Country RV	2	25	
Roggen	1	2	
<b>Total</b>	<b>6</b>	<b>44</b>	

School Stops		
<b>Programming and Stops</b>		
	# of Stops	Total Atten
CCA	1	0
Hoff	1	52
MeadowRidge	1	16
Lochbuie	1	20
<b>Total</b>	<b>4</b>	<b>88</b>

Town/Special Events	
Tree City USA-Keenesburg	73
<b>Total</b>	<b>73</b>

Field Trips/School Events	
Hoff 3rd grade	47
WCHS Special Needs	9
<b>Total</b>	<b>56</b>

Library Financials			Interest	Interest
Financial Institution	Account Type	Balance	Current	YTD
TBK	CD-48 Month Maturity 07/27/25	\$68,696.50		
	CD-24 Month Maturity 07/27/25	\$32,976.39		
TBK	Money Market	\$122,515.45	\$10.07	\$50.34
Bank of Colorado	Building	\$4,100.17		
	Money Market	\$11,809,915.41	\$8,882.00	\$39,024.33
High Plains Bank	Insured Cash Sweep	\$5,181,245.79	\$16,474.71	\$79,773.91
	Money Market	\$250,550.72	\$550.72	\$2,615.84
ColoTrust	Plus+	\$2,302,083.92	\$8,532.94	\$41,811.71
	Prime	\$5,699,744.66	\$20,404.64	\$99,357.61

