



Agenda
July 24, 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
- H. Staff reports
 - a. Summer Reading wrap up party
 - b. SEWC Jr. Fair & Rodeo parade on Saturday August 9th @ 8:30am
- I. Old business
 - a. ReThinking Libraries/Andersen Hallis will attend our August meeting to share results and analysis
 - b. Committee report for park project
 - c. Vote on new policy for SB-25-276 Protect Civil Rights Immigration Status
- J. New business
- K. Next meeting: August 28, 2025
- L. Trustee Comments
- M. Adjournment

Following the meeting, they've begun reworking some of the layouts, taking into consideration the versions Tami shared from the Town. We're looking forward to meeting with them in August.



Meeting Notes
June 26, 2025

- A. Call meeting to order - Rick Medrano at 5:06pm
- B. Pledge of Allegiance
- C. Roll call
 - a. Leonard Roskop
 - b. Barb Baker
 - c. Ken Gfeller
 - d. Jayra Rodriguez
 - e. Tami Crossen
 - f. Lynda Pruett
 - g. Gabrielle Hattel
 - h. Rick Medrano
 - i. Excused – Howard McClaskey
- D. Public Comments
 - a. none
- E. Approval of previous meeting notes
 - a. As presented, Ken Gfeller motion to approve
 - b. Leonard Roskop 2nd
 - c. 6-0 Motion carries
- F. Payment approval
 - a. Motion to approve Ken Gfeller
 - b. Leonard Roskop 2nd
 - c. 6-0 Motion carries
- G. Library Director's Report
 - a. Stats review. Rick noted the large decrease in prints. New printer may not be logging prints. New print release application coming.
 - b. Motion to renew TBK CDs – Ken Gfeller
 - i. Leonard 2nd
 - ii. 6-0 motion carries
 - c. Budget question: Goals and objects section review for 2026
 - i. Tami read to the Board and edits were discussed and updated
 - d. Review with Board any accomplishments to note against our 2025 goals. Notables to include
 - i. 10 year statistical data review visuals
 - ii. Van project
 - iii. Place on agenda for next month for review of list



Meeting Notes
June 26, 2025

H. Staff reports

- a. Summer Reading Overview – Jayra Rodriguez
 - i. Record highs
 - 1. 900 goal – 1041 is our current signup, great engagement!
 - a. Toddlers 155
 - b. Kids 384
 - c. Teens 145
 - d. Adults 355
 - 2. Decorating shirts this year is a big hit, unique shirts! And fun project.
- b. Camp Wiggle Worm
 - i. Story time 102 first session and continues good participation - Wednesdays are hopping!
- c. Hudson Safety Day booth
 - i. Good outreach and visibility with the new van
- d. June programs filled up in a snap with huge wait lists, classes were added to accommodate the wait list.
- e. July programs are full with wait lists already
- f. Lots of fun stuff

I. Old business

- a. ReThinking Libraries/Andersen Hallis update
 - i. Report sent out to Board to review, make notes for when we meet with them, date TBD
- b. Committee report for park project with Town of Hudson
 - i. Committee met with Town about the Park project
 - ii. Won't be a joint project, Library needs to own their part of the project based on Library Law funding rules.
- c. Shade kite project shared with Town, quote in hand
 - i. Motion to provide Tami up to \$40,000 to fund the kite shade project – Leonard Roskop
 - 1. Ken Gfeller 2nd
 - 2. 6-0 motion carries
 - ii. More details coming on the Library park as committee meetings continue.
- d. Carport update
 - i. Based on fact all options cover gas or electric lines Town has agreed to let Library build on their property temporary until we determine Library future planning, the budget need has gone down based on these changes and temporary status.

J. New business

- a. None
- b. Upcoming agenda, Senate Bill to create policy on how the Library works with and handles immigration status information. Becomes Law July 1 and must be in place by Sept 1.

K. Next meeting: July 24, 2025



Meeting Notes
June 26, 2025

L. Trustee Comments

- a. Leonard asked about Lochbuie, no update as hearing has been pushed back to August.
- b. Barb: Thanks for the Summer Reading program
- c. Ken: Looking for fair parade judges, if any one we can recommend
- d. Lynda: All programs update amazing
- e. Gabrielle: great program work and great collaboration with Town
- f. Rick: Thanks committee for working with the Town on the projects
- g.

M. Adjournment

- a. Motion to Adjourn Ken
 - i. Gabrielle Hateel 2nd
 - ii. 6-0 adjourn 6:40 pm

Lynda Pruitt
7-24-2025

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
2	Atmos Energy	052025-LIB	Library Gas Service 4/11/2	05/20/2025	146.06	25646412	146.06	64130	06/10/2025
Total 2:					146.06		146.06		
5	United Power Inc.	060425-LIB	Electric Service May - Libra	06/04/2025	836.83	25646413	836.83	64166	06/11/2025
Total 5:					836.83		836.83		
30	CenturyLink	052825-2232	Library Telephone Bill	05/28/2025	68.38	25646410	68.38	64133	06/10/2025
Total 30:					68.38		68.38		
53	Farm & Home Lumber LLC	91185	Tape AL Foil Cld Wthr 2in x	05/05/2025	35.10	25646725	35.10	64159	06/11/2025
Total 53:					35.10		35.10		
1041	Caselle Inc.	INV-06748	Contract Support and Main	06/01/2025	184.50	25647733	184.50	64132	06/10/2025
Total 1041:					184.50		184.50		
1122	Zamar Screen Printing Inc.	21090	Summer Reading Shirts	06/05/2025	1,665.00	25646512	1,665.00	64151	06/10/2025
Total 1122:					1,665.00		1,665.00		
1186	Bank of Colorado	060125-JR	Sam's Club - Program Sna	06/01/2025	1,418.29	25646710	1,418.29	64162	06/11/2025
		060125-TC	Lost Creek - Advertising in	06/01/2025	3,900.10	25646211	3,900.10	64162	06/11/2025
Total 1186:					5,318.39		5,318.39		
1471	Pure Water Dynamics, Inc	1515671-IN	Colibri Cup-At-A-Time Bre	06/01/2025	45.00	25646710	45.00	64163	06/11/2025
Total 1471:					45.00		45.00		
1479	Highplains Library District	83785	Hudson Books	06/15/2025	837.85	25646729	837.85	64228	06/25/2025
Total 1479:					837.85		837.85		
1663	Arrowhead Trash Service I	060225	Library Trash services - Ju	06/02/2025	103.00	25646423	103.00	64154	06/11/2025
Total 1663:					103.00		103.00		
1695	Wex Bank	104877504	Library Rebate	05/27/2025	66.54	25646416	66.54	99905232	06/02/2025
Total 1695:					66.54		66.54		
1699	Jessica King	0000515	Yoga classes	06/02/2025	1,310.00	25646725	1,310.00	64140	06/10/2025
Total 1699:					1,310.00		1,310.00		
1796	Prospective Business Solut	1457	2024 Audit Services	06/05/2025	9,840.00	25646726	9,840.00	64145	06/10/2025
Total 1796:					9,840.00		9,840.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	GL Account	Check Amount	Check Number	Check Issue Date
1799	Amazon Capital Services	1JLW-G3G1-1YRP-CD36-	SenseYo 200 Pcs 1.9 Inch CREDIT: Return of Kind Mi	06/01/2025 05/30/2025	3,166.55 164.44-	25646725 25646725	3,166.55 164.44-	64191 64191	06/18/2025 06/18/2025
Total 1799:					3,002.11		3,002.11		
1834	Leon Cerna	1302	Library HR Services - May	06/05/2025	112.50	25646632	112.50	64139	06/10/2025
Total 1834:					112.50		112.50		
1872	Scholastic	73395845	Books	06/09/2025	1,132.00	25646723	1,132.00	Multiple	06/25/2025
Total 1872:					1,132.00		1,132.00		
1902	Allo Communications	052425-LIB	Library Internet bill	05/24/2025	238.00	25646724	238.00	64128	06/10/2025
Total 1902:					238.00		238.00		
1932	Dawnee Rae Raskin	30	May Fitness Classes	05/30/2025	640.00	25646725	640.00	64144	06/10/2025
Total 1932:					640.00		640.00		
1975	The Playground DBA Rogu	060725	Annual Library Pass Rene	06/07/2025	2,130.00	25646723	2,130.00	64165	06/11/2025
Total 1975:					2,130.00		2,130.00		
2060	Rebecca Elaine Smith	008 009	Sewing Class on 6/4/25 Sewing Class on 6/11/25	06/04/2025 06/11/2025	200.00 225.00	25646725 25646725	200.00 225.00	64146 64235	06/10/2025 06/25/2025
Total 2060:					425.00		425.00		
2155	Anderson Hall Architects, P	0007382	Library Community Needs	05/31/2025	2,599.95	25646633	2,599.95	64217	06/25/2025
Total 2155:					2,599.95		2,599.95		
2165	Talewise LLC	20784	Science Heroes: Adventure	03/05/2025	400.00	25646725	400.00	64149	06/10/2025
Total 2165:					400.00		400.00		
2166	Do Art Productions LLC	2167	Creative Assembly on 6/16/	03/17/2025	550.00	25646725	550.00	64137	06/10/2025
Total 2166:					550.00		550.00		
2171	Center for Snake Conserva	001032	My Nature Lab Visit	03/06/2025	305.90	25646725	305.90	64221	06/25/2025
Total 2171:					305.90		305.90		
2172	Kaitlyn Craig	001	Dungeons & Dragon Game	06/24/2025	200.00	25646725	200.00	64229	06/25/2025
Total 2172:					200.00		200.00		
2173	Mary Ellen Leblanc	062325	Charcuterie Class	06/23/2025	125.00	25646725	125.00	64232	06/25/2025
Total 2173:					125.00		125.00		
Grand Totals:					32,317.11		32,317.11		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	GL Account	Check Amount	Check Number	Check Issue Date
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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		62	
Programming			
		Attendance	# of Programs
Kids 0-5		405	14
Kids 6-11		61	7
Teens		43	6
Adults		470	41
All Ages		886	27
Total		1865	95

Create HQ Stats		
Machine		Uses
Sewing		12
3D Prints		7
Sublimation		20
Heat Press		91
Epilog		74
Cricut		117
Button Maker		10
Screen Printer		6
Program Machine Usage		4
Total		341

Bookmobile/Van Off Site Programming			
New Library Cards			1
Programming and Stops			
		# of Stops	Total Attendance
Aladdin		3	For all 3 facilities
Charleston		3	Total
Prairie View		2	53
Wild Country RV		2	25
Roggen		1	2
Total		11	80

Summer Stops		
Programming and Stops		
	# of Stops	Total Atten
Evans Place	2	13
Schey Park	2	4
MeadowRidge	2	0
Lochbuie	2	18
Total	8	35

Town/Special Events	
Hudson Safety Day	58
Total	58

Field Trips/School Events	
Total	0

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	\$122,525.86	\$10.41	\$60.75
Bank of Colorado	Building	\$4,100.17		
	Money Market	\$11,858,952.48	\$10,076.34	\$49,100.67
High Plains Bank	Insured Cash Sweep	\$5,197,791.33	\$15,994.82	\$95,768.73
	Money Market	\$250,499.04	\$499.04	\$3,114.88
ColoTrust	Plus+	\$2,310,357.21	\$8,273.29	\$50,085.00
	Prime	\$5,719,508.10	\$19,763.44	\$119,121.05

Federal Immigration Authority Contact Policy

The policies outlined herein are in compliance with Colorado law. (C.R.S. § 24-74-103 et. seq.). This policy outlines the main features of the law, and the District's application of those laws.

Colorado's Civil Rights Immigration Protection Statutes

The major provisions of the state's Civil Rights Immigration Protections statutes are as follows:

Personal Identifying Information Disclosure Prohibitions. C.R.S. § 24-74-103 (1) requires that a political subdivision employee shall not disclose, or make accessible, personal identifying information that is not otherwise publicly available for the purpose of investigating for, participating in, cooperating with, or assisting in federal immigration enforcement, including enforcement of civil immigration laws and 8 U.S.C. § 1325 or 1326 unless the information is necessary to comply with political subdivision duties, or as required to comply with a court issued subpoena, warrant or order.

Compliance With Criminal Investigations. C.R.S. § 24-74-103 (2) requires that the above restrictions not interfere with investigations or proceedings that are authorized by judicial process, or to restrict a political subdivision employee from fully investigating, participating in, cooperating with, or assisting federal law enforcement agencies in criminal investigations. Furthermore, records released pursuant to the following do not violate the updated statute:

- A) A subpoena issued by a federal judge or a federal magistrate.
- B) An order issued by a federal judge or a federal magistrate.
- C) A warrant issued by a federal judge or a federal magistrate.
- D) The consent of the patron through a valid release of information.
- E) The consent of the patron's parent or legal guardian through a valid release of information.

Reduction of Personal Information Collected. Political Subdivision employees shall not inquire into, or request documentation to ascertain, a person's immigration status for the purpose of identifying if the person has complied with federal immigration laws, except as required by state or federal law or as needed to perform political subdivision duties. More specifically, Publicly Supported Libraries, and employees thereof, shall not collect the following:

- A) Place of birth
- B) Immigration or citizenship status; or
- C) Information from passports, permanent resident cards, alien registration cards, or employment authorization documents.

The only exception that the statute provides is when collecting the above information as necessary to perform duties, or to verify a person's eligibility for a government funded program if verification is a necessary condition of government funding or participation.

Required Procedures upon Request for Information. Upon a request for information from a federal official pursuant to the above, the first and last name of the person leading the federal immigration enforcement, employer, badge number, and a copy of the subpoena, warrant, or order issued by a federal judge shall be requested. An employee must be designated and notified upon a request for access to information by federal immigration authorities. The subject of request must be notified of the federal immigration authorities' request for information.

Enforceability. A publicly supported library that is found to have intentionally violated these provisions is subjected to an injunction and a civil penalty of up to \$50,000 for each violation.

District Application

Personal Identifying Information Disclosure Prohibitions. The District retains records according to the Colorado State Archives Special Districts Records Management Manual, described under the Retention Policy. Furthermore, the District protects personal information to prevent unauthorized dissemination, as outlined in the Personal Information Protection Policy.

All personal information collected by the District is confidential, and the District will not provide any personal information to any outside authority or agency absent compliance with a criminal investigation, including but not limited to federal immigration authorities and their associates in the process of a civil investigation. Furthermore, District employees will not facilitate federal immigration authorities access to a patron who may be physically present in a District library at the time of the request.

Compliance with Criminal Investigations. The District will comply with a federal immigration authorities' request for information and release records or provide access when authorities can provide at least one of the following:

- A) A subpoena issued by a federal judge or federal magistrate.
- B) An order issued by a federal judge or federal magistrate.
- C) A warrant issued by a federal judge or federal magistrate.

The District will also release records to federal immigration authorities when the District can obtain:

- A) The consent of the patron concerned through a valid release of information; or
- B) The consent of the patron's parents or legal guardian through a valid release of information.

A patron wishing to consent will need to fill out an information release form.

If a federal immigration authority is unable to present any of the above requirements, or there is no valid consent waiver on file, then the request for information or access will be denied.

Upon the receipt of such documents, or the receipt of a valid consent waiver, the District will provide such information as is permitted in the warrant, subpoena, or order, including information about a patron's parent, relative, or guardian.

The District will also provide or consent to access of district property that is not ordinarily accessible to the public, provided that authorities have provided documentation from a federal judge allowing for such access. Individuals not employed by the District, excluding those working in a voluntary capacity, shall not be allowed in staff areas, except when necessary for reasonable library operations.

The requested information will be provided to the authorities in the form in which it was requested.

Reduction of Personal Information Collected. As outlined in the Personal Information Protection Policy, the district works to avoid or minimize the capture or storage of patron personal information. However, the District collects certain residential and personal information in the process of obtaining a library card, as outlined in the Circulation Policy.

In applying for a library card, distinctions are made based on residential status. District employees may inquire into, as necessary, information regarding an individual's place of residence in this process but should not inquire into immigration status or that individual's place of birth.

When collecting personal information from a patron in the library card application process or in any other situation, a District employee or staff member shall not ask patrons about their immigration status for the purpose of identifying if the person has complied with federal immigration laws.

Procedures Upon a Request for Information. Upon receiving a request for information from a federal immigration authority, whether orally or in writing, District employees will ascertain whether the authorities possess any federal judge subpoena, warrant, order, or whether consent exists to release the information. Until this can be confirmed, no information should be released to any authorities. A request made without presenting any of the above should be denied.

Once the request has been received, employees shall

- Request and document the first and last name of the person leading the authorities, employer, badge number, contact information, and obtain a copy of the subpoena, warrant, or order that allows access. All information obtained should be placed in the incident report.
- Report any request for information or access to the Executive Director's office, regardless of whether the request was denied.

Following a federal immigration authorities' request for information or access to a patron,

- The Executive Director's Office will communicate with the patron who was the subject of the request to make them aware of the request.
- If the patron is under the age of 18, the Office will communicate with either the parent, legal guardian, or relative of the patron about whom the request was made.
- The employee who receives the request, or managing librarian on duty, shall file an incident report containing, at minimum, the details of the request and the contact information of the lead individual of the request.