



Agenda
February 26, 2026

- A. Call meeting to order
- B. Pledge of Allegiance
- C. Roll call
- D. Plaque Presentation to Leonard
- E. 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. Please sign in on the back table if you intend to address the board.
- F. Approval of previous meeting notes
- G. Payment approval
- H. Library Director's Report
 - a. Thank you to all who attended the SEWC Chamber Banquet
 - b. Services area numbers by zip code
- I. Staff reports
 - a. Outreach numbers at schools
- J. Old business
 - a. Committees
 - i. Construction Planning Committee
 - ii. Policy/By-Laws/Handbook Committee
 - iii. Strategic Planning Committee
 - iv. Budget Planning Committee
 - b. Board training March 7, 2026, 9:00am to 1:00 pm at the Library
 - c. Service Plan for HPLD
 - d. Design Build Agreement with Fransen-Pittman being revised
- K. New business
 - a. Officer Elections – Chair, Vice Chair, Treasurer, Secretary
- L. Next meeting- March 26, 2026
- M. Trustee Comments
- N. Adjournment



Meeting Notes
January 22, 2026

- A. Call meeting to order
 - a. Rick Medrano called meeting to order at 5:00 pm
- B. Pledge of Allegiance
- C. Roll call
 - a. Steve Ward
 - b. Ken Gfeller
 - c. Tami Crossen
 - d. Jayra Rodriguez
 - e. Rick Medrano
 - f. Gabrielle Hattel
 - g. Suzanne Mitchell
 - h. Howard McClaskey
- D. Public Comments
 - a. None
- E. Approval of previous meeting notes
 - a. Gabrielle name correction
 - b. Ken motion to approve with amendments
 - c. Gabrielle Hattel 2nd
 - d. 7-0 motion carries
- F. Payment approval
 - a. Various questions from Board for clarifications from Tami
 - b. Motion to pay bills Ken Gfeller
 - c. Steve Ward 2nd
 - d. 7-0 motion carries
- G. Library Director's Report
 - a. Welcome to our new board members
 - i. Gabrielle Hattel returning for 5-year term (2030)
 - ii. Suzanne Mitchell 5-year term (2030)
 - iii. Stephen Ward 3-year term (2028)
 - b. Committee Suggestions- no more than two trustees per committee to abide by Sunshine Laws. We will solidify committee members at our next meeting.
 - i. Construction Planning Committee
 - 1. Expect the current Civic Planning Committee with Lynda Pruett and Ken Gfeller will morph into this Committee
 - ii. Policy/By-Laws/Handbook Committee
 - iii. Strategic Planning Committee
 - iv. Budget Planning Committee
 - c. SE Weld Chamber of Commerce Feb 21



Meeting Notes
January 22, 2026

- i. Tami suggests 2 tables and Trustees please let Tami know by tomorrow, January 23, if you plan to attend, invite circulated.
 1. We will include some of our staff this year.

H. Staff reports

- a. Jayra shared the Hudson Elementary video of skit last night. Great marketing for Library Card applications
- b. Mini Maker space January 29th at 5pm: Highlight current equipment and reservation system to use Maker Space
- c. Book Club for new moms; reservation required as max 12 attendees.
- d. Create a Vibe: Maker Space for teens
- e. Kids Play Remix: fun and imaginative program for kids
- f. **Check out all this on the website and sign up!**
- g. Three Field trips planned
 - i. Staff will go to Hoff Preschool for 100th day of class
 - ii. Science field trip
 - iii. Archeology field trip
- h. New position post for part time Maker Space staff member

I. Old business

- a. Report from Civic Planning Committee
 - i. There was no meeting over Holidays

J. New business

- a. Sign Land Lease Agreement
 - i. Ken Gfeller Motion to approve signature to First Amendment
 - ii. Gabrielle Hattel 2nd
 - iii. Role call vote
 1. Steve Ward - yes
 2. Ken Gfeller - yes
 3. Rick Medrano -yes
 4. Lynda Pruettt - yes
 5. Gabby Hattel - yes
 6. Suzanne Mitchell - yes
 7. Howard McClaskey -yes
 - iv. 7-0 motion carries for Rick Medrano to sign
- b. Design Build Agreement with Fransen Pittman
 - i. A preview copy was provided and Tami reviewed ideas for the Learning Garden and Town's thinking on the Water Feature
- c. Date/Time for Board Training
 - i. Tami is scheduling with HPLD to do a Library Law and other topics Trustees should know
 - ii. Tentative March 7 9:00 am to 1:00 pm
- d. 2026 Service Plan for HPLD



HUDSON PUBLIC LIBRARY

Meeting Notes
January 22, 2026

i. This is based on our Strategic Plan that we will send to HPLD

K. Next meeting- February 26, 2026

- a. Board Officer elections
- b. Committee appointments
- c. Law Enforcement policy from HPLD interim adoption possibility

L. Trustee Comments

- a. Howard: Excited about this year and all what is planned and thanks to Tami and Jayra
- b. Suzanne: Excited to be on the Board and lots to learn.
- c. Gabrielle: Policy questions on ICE and other law enforcement policies, HPLD has policy we'll review
- d. Lynda: Welcome to our new BOTs and "wow"! to the agenda and our busy exciting year ahead
- e. Rick: Kudos to Tami on getting BOT training scheduled and planned.
- f. Ken: Tami/Jayra thank you. This Library is very exciting place to be.
- g. Steve: Loves this Library and all do a great job. He's excited to be on a functional Board. Stats questions about patrons and what area they are coming from.
 - i. Idea from Rick: a map and allow patrons to pin their location

M. Adjournment

- a. Motion to adjourn Ken Gfeller
- b. Steve Ward 2nd
- c. 7-0 motion carries

Lynda Prueh
2-26-2026

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	011226-LIB	Library Gas Service 12/11/	01/12/2026	378.80	25646412	378.80	65063	01/21/2026
Total 2:					378.80		378.80		
5	United Power Inc.	010626-LIB	Electric Service December-	01/06/2026	860.83	25646413	860.83	65069	01/21/2026
Total 5:					860.83		860.83		
30	CenturyLink	122825-2232	Library Telephone Bill	12/28/2025	68.73	25646410	68.73	65007	01/08/2026
Total 30:					68.73		68.73		
108	CIRSA	INV1002945	Property/Casulty Coverage	01/01/2026	8,349.88	25646310	8,349.88	65008	01/08/2026
		WINV100085	Worker's Compensation Co	01/01/2026	1,013.00	25646035	1,013.00	65008	01/08/2026
Total 108:					9,362.88		9,362.88		
853	Love's Travel Stops & Cou	6016316605	Library- Bookmobile Fuel	01/02/2026	66.54	25646416	66.54	99010726	01/07/2026
Total 853:					66.54		66.54		
1041	Caselle Inc.	INV-15230	Contract Support and Main	01/05/2026	231.37	25647733	231.37	65006	01/08/2026
Total 1041:					231.37		231.37		
1186	Bank of Colorado	010126-JR	Teacherspayteachers.com	01/01/2026	360.00	25646725	360.00	64999	01/08/2026
		010126-TC	CREDIT: La Estrellita - Sal	01/01/2026	2,442.75	25646211	2,442.75	64999	01/08/2026
Total 1186:					2,802.75		2,802.75		
1252	Terminix	466817332	Pest Control Work Order 2	12/09/2025	170.50	25646724	170.50	65002	01/08/2026
Total 1252:					170.50		170.50		
1471	Pure Water Dynamics, Inc	1526212-IN	Sego Cup-At-A-Time Brew	01/01/2026	553.46	25646710	553.46	65068	01/21/2026
Total 1471:					553.46		553.46		
1479	Highplains Library District	2792	Hudson Books	01/15/2026	2,116.34	25646728	2,116.34	65081	01/22/2026
Total 1479:					2,116.34		2,116.34		
1514	Demco	7716589	Supplies: Clear Glossy Lab	10/23/2025	111.74	25646710	111.74	65065	01/21/2026
Total 1514:					111.74		111.74		
1594	Discount Plumbing Service	57054	Kitchen Line and Water He	01/20/2026	559.82	25646724	559.82	65078	01/22/2026
Total 1594:					559.82		559.82		
1663	Arrowhead Trash Service I	010126	Library Trash services - Ja	01/01/2026	103.00	25646423	103.00	65004	01/08/2026

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	GL Account	Check Amount	Check Number	Check Issue Date
Total 1663:					103.00		103.00		
1699	Jessica King	0000684	Yoga classes	01/05/2026	1,120.00	25646725	1,120.00	64996	01/08/2026
Total 1699:					1,120.00		1,120.00		
1740	Sarah B Seibert	IR26-104	Website design and develo	01/05/2026	333.50	25646724	333.50	64995	01/08/2026
		IR26-111	Website design and develo	01/20/2026	490.66	25646724	490.66	65082	01/22/2026
Total 1740:					824.16		824.16		
1769	SE Weld County Chamber	1555-C	2026 Annual Membership	12/11/2025	225.00	25646211	225.00	65090	01/22/2026
Total 1769:					225.00		225.00		
1799	Amazon Capital Services	14Y7-D4F7-	Command Large Picture H	01/01/2026	1,098.90	25646725	1,098.90	65056	01/15/2026
		1GKR-TYR6-	Boho Arch Wall Sticker Lar	11/01/2025	1,689.02	25646211	1,689.02	65056	01/15/2026
Total 1799:					2,787.92		2,787.92		
1834	Leon Cerna	1434	Library HR Services - Dece	01/05/2026	225.00	25646632	225.00	64982	01/06/2026
Total 1834:					225.00		225.00		
1890	RDZ Hardscapes LLC	33	Mock up for birds nests- 5/	12/06/2025	1,550.00	25646422	1,550.00	65001	01/08/2026
Total 1890:					1,550.00		1,550.00		
1902	Allo Communications	122425-LIB	Library internet bill	12/24/2025	238.00	25646724	238.00	65003	01/08/2026
Total 1902:					238.00		238.00		
1917	Modern Marketing	MMI166692	2" Custom Individually Cut	01/05/2026	530.21	25646512	530.21	65019	01/08/2026
		MMI166727	Islander Brights Softy Gel	01/08/2026	1,473.95	25646512	1,473.95	65085	01/22/2026
Total 1917:					2,004.16		2,004.16		
1932	Dawnee Rae Raskin	37	December Fitness Classes	01/04/2026	320.00	25646725	320.00	64998	01/08/2026
Total 1932:					320.00		320.00		
1964	Otis & Bedingfield, LLC	45336	Governance 08-566-102	12/29/2025	4,162.50	25646630	4,162.50	64997	01/08/2026
Total 1964:					4,162.50		4,162.50		
2034	ClearGov Inc.	2025-18670	ClearGov Budget Sulte	01/01/2026	1,957.00	25647733	1,957.00	65010	01/08/2026
Total 2034:					1,957.00		1,957.00		
2060	Rebecca Elaine Smith	020	Sewing Class on 1/7/26	01/07/2026	275.00	25646725	275.00	65088	01/22/2026
		021	Sewing Class on 1/17/26	01/17/2026	200.00	25646725	200.00	65088	01/22/2026
Total 2060:					475.00		475.00		
2085	Fort Collins Museum of Dis	N02	Community Circle Library P	12/08/2025	500.00	25646723	500.00	65014	01/08/2026

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	GL Account	Check Amount	Check Number	Check Issue Date
Total 2085:					500.00		500.00		
2155	Anderson Hallas Architects	007458R	Library Community Needs	07/31/2025	1,199.53	25646633	1,199.53	64991	01/08/2026
Total 2155:					1,199.53		1,199.53		
2182	WillyGoat, LLC	D46669	Town Hall/Library Canopy	12/18/2025	480.00	25647719	480.00	64990	01/06/2026
Total 2182:					480.00		480.00		
Grand Totals:					35,455.03		35,455.03		

Report Criteria:

Summary report type printed

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



January 2026

On-Site

New Library Cards	47
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Programming

	Attendance	# of Programs
Kids 0-5	464	15
Kids 6-11	58	14
Teens	10	3
Adults	372	32
All Ages	173	23
Total	1077	87

Create HQ

Machine	Uses
Sewing	0
3D Prints	8
Sublimation	8
Heat Press	4
Epilog	17
Cricut	37
Button Maker	5
Screen Printer	0
Inkjet	8
Total	87

Field Trips/School Events

School	Grade	Attendance
Hudson Literacy Night	PK-5	140
Total		140

Off-Site

New Library Cards	3
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Programming & Stops

	Attendance	# of Programs
Aladdin	23	3
Charleston	21	3
Prairie View	12	2
Wild Country RV	12	1
Roggen	2	1
Total	70	10

School Stops

	Attendance	# of Programs
CCA	57	1
Hoff	85	1
Meadow Ridge	68	1
Migrant Preschool		
Total	210	3

Town/Special Events

Event	Attendance
Total	



January 2026

Master Stats

	Door	Comput	Total	1st Time	Renewa	Borrowe	Card	Wifl	Prints	Fax	eBook	Copies	Mobile
	Count	Usage	Circ	Checkout	Activity	Activity	Activity	Usage			eAudio		Prints
J-26	6040	264	2392	2225	167	711	1786	135	765	16	492	108	184
F-26													
M-26													
A-26													
M-26													
J-26													
J-26													
A-26													
S-26													
O-26													
N-26													
D-26													
TOTALS	6040	264	2392	2225	167	711	1786	135	765	16	492	108	184

Library Financials

Financial Institution	Account Type	Balance	Interest Current	Interest YTD
TBK	CD-48 month Maturity 7/27/25	\$68,696.50		
	CD-24 month Maturity 7/27/25	\$32,976.39		
	Money Market	\$122587.64	\$11.08	\$122.53
Bank of Colorado	Building	\$4,389.17		
	Money Market	\$11,713053.38	\$7,973.99	\$104,569.78
High Plains Bank	Insured Cash Sweep	\$5,300,145.92	\$16,852.71	\$194,991.25
	Money Market	\$250,533.50	\$533.50	\$6,281.41
ColoTrust	Plus+	\$2,360,042.31	\$7,874.51	\$99,770.10
	Prime	\$5,837,317.10	\$18,278.55	\$236,930.05

**Hudson Public Library
Strategic Plan 2026**

January 2026

Based on

Colorado Public Library Standards

Adopted by the Hudson Public Library Board _____, 2026

Vision Statement: To create an interconnected community where lifelong education, creativity, and adventure are valued by all.

Mission Statement: The mission of the Hudson Public Library is to provide free access to information, materials, and services to all residents. The Hudson Public Library aims to stimulate ideas, advance knowledge, and enhance the quality of life for its community members.

Goals and Tasks

January 2026

Goal: Improve accessibility of library services		
<i>OBJECTIVE 1: Extend library hours</i>		
<i>OBJECTIVE 2: Revise bookmobile outreach</i>		
<i>OBJECTIVE 3: Acquire new bookmobile with handicapped accessibility</i>		
POSSIBLE TASK		UPDATE/STATUS
Initiate new trial hours and track usage and staff capacity during these times		<ul style="list-style-type: none"> • May 2024 changed library hours to be open an hour earlier 8:00am and until 8pm three nights a week • Adjusted staff schedules to accommodate the extended hours • Hired two additional staff to help with scheduling
Complete a public survey to define level of change in meeting community demand		<ul style="list-style-type: none"> • Survey conducted in Spring of 2025 showing a 71% approval rating • Community feedback was positive to the new hours
Evaluate bookmobile collection and identify additional locations for services		<ul style="list-style-type: none"> • Fall 2023 expanded services using the schools as a location for programming activities while offering the bookmobile service • Purchased additional items to refresh collection
Research new bookmobile types and vendors, and contract with bookmobile consultant, if necessary.		<ul style="list-style-type: none"> • May 2024 worked with a Specialty Vehicle Services to determine the type of outreach van to purchase when the bookmobile is not needed or being serviced.
Acquire new bookmobile		<ul style="list-style-type: none"> • September 2024 purchased a Sprinter Van from Longmont Mercedes-Benz • November 2024 contracted with Summit Bodyworks to do the conversion and wrap for the van- completed for pick up March 2025.

Goal: Increase engagement with the community		
<i>OBJECTIVE 1: Develop a communication plan</i>		
<i>OBJECTIVE 2: Increase library engagement at community events</i>		
POSSIBLE TASK		UPDATE/STATUS

Communication plan to be created and implemented by December 2026		<ul style="list-style-type: none"> December 2025 hired a marketing specialist and events coordinator to help with marketing.
The library will be engaged in the community for at least eight events per year with no fewer than two per town, per year		<ul style="list-style-type: none"> Met with local event coordinators to discuss what events in their communities, Lochbuie, Keenesburg and Hudson, the library will be attending. We have attended at least two events in each community each year.

Goal: Increase services to Spanish speakers		
<i>OBJECTIVE 1: Investigate bilingual pay differential to reward staff for additional workload and encourage bilingual applicants to fill future positions</i>		
<i>OBJECTIVE 2: Evaluate Spanish collection and location(s)</i>		
POSSIBLE TASK		UPDATE/STATUS
Research and bring policy to the board		<ul style="list-style-type: none"> Looking into the possibility of offering bonus pay at the end of the year based on services offered to our bilingual patrons
Test displays and locations on a quarterly basis		<ul style="list-style-type: none"> Moved both adult and children Spanish collection to the front of library and added more signage
Offer bilingual Storytime at least once a week		<ul style="list-style-type: none"> Bouncing Babies is being offered bilingual
Offer at least one adult program in Spanish on a quarterly basis.		<ul style="list-style-type: none"> Loteria nights at least once a quarter

Goal: Increase the engagement of the Board of Trustees		
<i>OBJECTIVE 1: Provide board development at least once per year</i>		
<i>OBJECTIVE 2: Obligate each trustee to attend at least two library programs or events each year</i>		
<i>OBJECTIVE 3: Annual audit of policies and procedures with attorney reviews as appropriate</i>		
POSSIBLE TASK		UPDATE/STATUS
Determine what development areas are needed/requested and provide Board development session at least once per calendar year		<ul style="list-style-type: none"> Planning with Colorado State Library for retreat for board training Areas of development are review of policies, by-laws, working on a committee, Library Law, board responsibilities in the community, etc.

Trustees to attend at least two library programs or events by the end of each calendar year providing feedback per each program attended during Board of Trustees meetings		<ul style="list-style-type: none"> We have been making sure the library board knows of upcoming events that the library will be attending in the community. We have had more board involvement at events.
Policy committee will be assigned each January to set schedule for review of policies and attorney consultation as appropriate. Committee will recommend revisions as necessary at Trustee meetings with the goal that each policy will be audited by the end of each calendar year		<ul style="list-style-type: none"> 2026 committees established for policy, facility expansion, budget, and strategic planning.

Goal: Continue the library's culture of 21st Century innovation		
<i>OBJECTIVE 1: Create a Library of Things – more experience passes for Denver activities, seed library, adult board games, video games, etc.</i>		
<i>OBJECTIVE 2: Develop outdoor space for community programming</i>		
POSSIBLE TASK		UPDATE/STATUS
Research based on community needs and feedback		<ul style="list-style-type: none"> Community Needs and Feasibility Study conducted 2025 with ReThinking Libraries and Anderson Hallis
Offer additional collection items		<ul style="list-style-type: none"> STEM kits, Adventure Passes, Family Game Night Games, Vox Books, Toonies
Secure lease for additional outdoor space and programming		<ul style="list-style-type: none"> Signed a Land lease with Town of Hudson to obtain 3 acres behind the current building for expansion
Enter agreement with design-builder to design and build outdoor space		<ul style="list-style-type: none"> Contracted with Fransen Pittman for design build for a Learning Garden
Create outdoor space and programming		<ul style="list-style-type: none"> 2024 Remodeled outdoor space by children's area. Added fence, furniture and turf We have held the following programs in that space Let's make a mess, storytime, Spanish celebration of children, field trip activities

Goal: Augment current programming to meet demand identified in community feedback		
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<i>OBJECTIVE 1: Facilitate a relationship between long-time residents and new residents with community events and an oral history project</i>		
<i>OBJECTIVE 2: Develop homeschooling programming in partnership with homeschool families</i>		
<i>OBJECTIVE 3: Increase programming for babies/toddlers, teens and seniors</i>		
POSSIBLE TASK		UPDATE/STATUS
Develop oral history collection		<ul style="list-style-type: none"> • Mia our Marketing Specialist is working on this project. We have purchased a microphone to be able to record what is said. She has a plan to bring patrons in for interviews.
Offer at least one cross-cultural/generational program per quarter beginning in March 2026		<ul style="list-style-type: none"> • Initiated contact between elementary school and our senior group to volunteer for reading study • Loteria night are multi-cultural programs, bi-lingual storytime and other programs
Create a registry of homeschool families Offer monthly meetups		<ul style="list-style-type: none"> • Starting in 2026 staff will collect names of homeschool families • We will work with them on ways to create opportunities for them to meet up at the library for activities
Provide a suggestion box to gather information to provide programs that are relevant to our community's needs		<ul style="list-style-type: none"> • Used suggestion box and white board to gather program ideas and shared with relevant staff
Increase programs for patron base by providing two additional activities per month.		<ul style="list-style-type: none"> • Collect data from monthly totals