



Agenda
April 23, 2026

- 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. 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. Senior Awards Night May 4 th – 6:30pm- any interest in presenting the awards
 - b. Community Feedback night
 - c. Thank you for attending town meeting for SR sponsors
- H. Staff reports
 - a. Children's Program- Christian and Esperanza
- I. Old business
- J. New business
 - a. Committee Reports
 - b. Scholarship Review and Reward
- K. Next meeting- May 28, 2026
- L. Trustee Comments
- M. Adjournment



Meeting Notes
March 26, 2026

- A. Call meeting to order Rick Medrano 5:04pm
- B. Roll Call
 - a. Gabrielle Hattel
 - b. Ken Gfeller
 - c. Suzanne Mitchell
 - d. Howard McClasky
 - e. Steve Ward
 - f. Tami Crossen
 - g. Rick Medrano (via Zoom)
 - h. Lynda Pruett (via Zoom)
- C. Public Comments none
- D. Approval of previous meeting notes
 - a. School name needs revision from Meadow Brooke to Meadow Ridge
 - b. Motion to approve with revisions Ken Gfeller
 - c. 2nd Steve Ward
 - d. 7-0 motion carries
- E. Payment approval- no questions
 - a. Motion to approve Ken Gfeller
 - b. 2nd Suzanne Mitchell
 - c. 7-0 motion carries
- F. Library director's report
 - a. Awesome All Staff Day April 6, library will be closed. Will be first Monday in April every year going forward
 - i. Training with Christine- Customer service
 - ii. Emergency procedure review
 - iii. Summer reading plan and prep
 - b. Annual Report Stats, focused on programming. Huge jump in attendance
 - i. All numbers are from Hudson staff, not the district.
 - c. Tami asked for volunteers to hand deliver summer reading sponsor letters to each town. Ken Gfeller (Keenseberg), Steve Ward (Lochbuie), Suzanne Mitchell (Hudson). Asking for community partnership, not funds. Any dollar amount means their name/logo on summer reading Tshirts. Tami will email city clerks to add to city agenda. Letters to town clerks before end of April.
 - d. Community engagement session for feedback on Learning Grove and splash pad will be Mon April 14 6-7:30. Will get feedback on equipment and design plans.



Meeting Notes
March 26, 2026

- e. New maintenance contract with Rob Cullen from ReThinking Libraries
- G. Staff reports
 - a. Field trip report with Kelly- building partnerships with schools.
- H. Old Business
 - a. Committees- Tami wants to include staff members on committees if possible
 - i. Construction- Ken Gfeller and Lynda Pruett will remain on this committee
 - ii. Policy- Rick Medrano and Gabrielle Hattel
 - iii. Strategic planning- Suzanne Mitchell and Steve Ward
 - iv. Finance- Howard McClaskey and Gabrielle Hattel
 - v. Director's oversight- Rick Medrano and Suzanne Mitchell
- I. New business
 - a. Task Order from Level 5- Freddy approved, 26 months starting from signing of new contract, payments monthly. Level 5 project manager will report to the board every other month, once we get into large projects. Construction meetings are held every other Thursday at 10:00am. Other board members are welcome to join, as long as we don't violate Sunshine Laws.
 - i. Motion to approve as written Suzanne Mitchell
 - ii. 2nd Howard McClaskey
 - iii. Roll call vote:
 - 1. Steve Ward yea,
 - 2. Howard McClaskey yea,
 - 3. Suzanne Mitchell yea,
 - 4. Ken Gfeller yea,
 - 5. Gabrielle Hattel yea,
 - 6. Lynda Pruett yea,
 - 7. Rick Medrano yea.
 - iv. Motion passes 7-0
- J. Next meeting April 23 5:00pm
- K. Trustee comments
 - a. Steve Ward: appreciates staff reports
 - b. Howard McClaskey: Thanks to Tami and the team for dedication and consistency
 - c. Suzanne Mitchell: appreciates training for staff on customer service. School field trip programs are amazing
 - d. Ken Gfeller: impressed with makerspace and staff
 - e. Gabrielle Hattel: appreciates board working well together
 - f. Lynda Pruett: None (needed to sign off early)



Meeting Notes
March 26, 2026

- g. Rick Medrano: excited about board engagement applaud Tami's foresight and leadership, specifically about emergency procedure training
- L. Adjournment
 - a. Motion to adjourn Rick Medrano and Steve Ward
 - b. 2nd Howard McClaskey
 - c. 6-0 motion carries, meeting adjourned 6:28pm

Lynda Ruet

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	021026-LIB	Library Gas Service 1/13/2	02/10/2026	493.42	25646412	493.42	65203	03/03/2026
		033026-LIB	Library Gas Service 2/11/2	03/30/2026	374.00	25646412	374.00	65337	03/31/2026
Total 2:					867.42		867.42		
5	United Power Inc.	030326-LIB	Electric Service February-	03/03/2026	877.90	25646413	877.90	65281	03/12/2026
Total 5:					877.90		877.90		
30	CenturyLink	022826-2232	Library Telephone Bill	02/28/2026	138.11	25646410	138.11	65226	03/05/2026
Total 30:					138.11		138.11		
632	Swank Motion Pictures Inc.	INV1009295	Copyright Compliance Site	03/01/2026	460.00	25646211	460.00	65279	03/12/2026
Total 632:					460.00		460.00		
853	Love's Travel Stops & Cou	6016884827	Police - Unit 2501 Gas	03/02/2026	149.18	25646416	149.18	99030426	03/04/2026
Total 853:					149.18		149.18		
1041	Caselle Inc.	INV-17073	Contract Support and Main	03/03/2026	231.37	25647733	231.37	65225	03/05/2026
Total 1041:					231.37		231.37		
1085	Terracon	TQ37714	Library/Splash Pad Geotec	03/02/2026	3,410.00	25647711	3,410.00	65259	03/05/2026
		TQ46520	Geotech for Splash Pad/Li	03/23/2026	1,765.00	25647719	1,765.00	65329	03/26/2026
Total 1085:					5,175.00		5,175.00		
1186	Bank of Colorado	030126-JR	Etsy - Metro Activity	03/01/2026	751.38	25646725	751.38	65251	03/05/2026
		030126-TC	Inkriot Marketing - Website	03/01/2026	977.41	25646211	977.41	65251	03/05/2026
Total 1186:					1,728.79		1,728.79		
1252	Terminix	468820690	Pest Control Work Order 2	02/10/2026	170.50	25646724	170.50	65258	03/05/2026
Total 1252:					170.50		170.50		
1412	Greeley Lock & Key	222211609	Library Annual Open Path	02/27/2026	480.00	25646724	480.00	65241	03/05/2026
Total 1412:					480.00		480.00		
1471	Pure Water Dynamics, Inc	1529089-IN	Sego Cup-At-A-Time Brew	03/01/2026	176.97	25646710	176.97	65311	03/19/2026
Total 1471:					176.97		176.97		
1479	Highplains Library District	2793	Hudson Books	02/15/2026	1,717.70	25646728	1,717.70	65242	03/05/2026
		2794	Hudson Books	03/15/2026	636.34	25646723	636.34	65342	03/31/2026
Total 1479:					2,354.04		2,354.04		
1532	MountainAire Mechanical L	14127	3rd HVAC Maintenance	03/13/2026	1,700.00	25646421	1,700.00	65344	03/31/2026

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	GL Account	Check Amount	Check Number	Check Issue Date
Total 1532:					1,700.00		1,700.00		
1645	Employee Reimbursement	030326-SJW	Costco - Book Club & Seni	03/03/2026	99.28	25646725	99.28	65245	03/05/2026
Total 1645:					99.28		99.28		
1660	H-2 Enterprises, LLC	250010D	Snow removal 1/19/26, 1/2	03/25/2026	810.00	25646426	810.00	65341	03/31/2026
		250010E	Snow removal 3/7/26	03/25/2026	270.00	25646426	270.00	65341	03/31/2026
		260007	Snow removal 2/20/26	03/25/2026	270.00	25646426	270.00	65341	03/31/2026
Total 1660:					1,350.00		1,350.00		
1663	Arrowhead Trash Service I	030126	Library Trash services - Ma	03/01/2026	103.00	25646423	103.00	65290	03/19/2026
Total 1663:					103.00		103.00		
1699	Jessica King	0000726	Yoga classes	02/27/2026	770.00	25646725	770.00	65244	03/05/2026
Total 1699:					770.00		770.00		
1799	Amazon Capital Services	1FKL-FFJY-L	Amazon Basics Multipurpo	03/01/2026	1,632.80	25646725	1,632.80	65270	03/12/2026
		1XTK-N3XF-	Scotch Permanent Double	02/01/2026	2,580.52	25646721	2,580.52	65201	03/03/2026
Total 1799:					4,213.32		4,213.32		
1834	Leon Cerna	1479	Library HR Services - Febr	03/06/2026	56.25	25646632	56.25	65275	03/12/2026
Total 1834:					56.25		56.25		
1902	Allo Communications	022426-LIB	Library Internet bill	02/24/2026	254.00	25646724	254.00	65219	03/05/2026
		032426-LIB	Library Internet bill	03/24/2026	244.00	25646724	244.00	65335	03/31/2026
Total 1902:					498.00		498.00		
1917	Modern Marketing	MMI167741	Advertising: 1/2" Debossed	03/10/2026	536.25	25646512	536.25	65309	03/19/2026
Total 1917:					536.25		536.25		
1932	Dawnee Rae Raskin	39	February Fitness Classes	03/01/2026	80.00	25646725	80.00	65310	03/19/2026
Total 1932:					80.00		80.00		
2016	Rocky Mountain Butterfly C	022826	Four free admission & \$5 e	02/28/2026	950.00	25646723	950.00	65224	03/05/2026
Total 2016:					950.00		950.00		
2060	Rebecca Elaine Smith	022	Sewing Class on 2/11/26	02/11/2026	200.00	25646725	200.00	65254	03/05/2026
		023	Sewing Class on 2/18/26	02/18/2026	200.00	25646725	200.00	65254	03/05/2026
		024	Sewing Class on 3/18/26	03/18/2025	200.00	25646725	200.00	65346	03/31/2026
Total 2060:					600.00		600.00		
2133	Friends of the Gardens on	MKT05.2026.	2026 Curiosity Pass renew	03/02/2026	300.00	25646723	300.00	65260	03/05/2026
Total 2133:					300.00		300.00		

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	GL Account	Check Amount	Check Number	Check Issue Date
2134	Colorado Model Railroad M	021326	Library Pass	02/13/2026	250.00	25646723	250.00	65231	03/05/2026
Total 2134:					250.00		250.00		
2143	Denver Zoo Conservation	030426	2026 Corporate Membershi	03/04/2026	3,000.00	25646723	3,000.00	65272	03/12/2026
Total 2143:					3,000.00		3,000.00		
2219	Level 5 Collaborative LLC	1060	Hudson Library Park, Febr	02/28/2026	7,500.00	25647719	7,500.00	65276	03/12/2026
Total 2219:					7,500.00		7,500.00		
2236	Landry's Downtown Aquari	020526	Booking 332321299 - Soun	02/05/2026	285.00	25646725	285.00	65247	03/05/2026
Total 2236:					285.00		285.00		
2237	SE Weld County Fair	030526	Fair Book Advertising & Ba	03/05/2026	700.00	25646512	700.00	65256	03/05/2026
Total 2237:					700.00		700.00		
2239	Tokio Marine HCC	29371-2026	Bond #29371 Insurance	04/21/2026	100.00	25646310	100.00	65280	03/12/2026
Total 2239:					100.00		100.00		
Grand Totals:					35,900.38		35,900.38		

Report Criteria:

Summary report type printed
 Invoice Detail.GL account = "25646010"-25999999"



March 2026

On-Site

New Library Cards	55
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Off-Site

New Library Cards	16
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Programming

	Attendance	# of Programs
Kids 0-5	645	18
Kids 6-11	52	23
Teens	33	4
Adults	478	41
All Ages	167	22
Total	1375	108

Programming & Stops

	Attendance	# of Programs
Aladdin	14	2
Charleston	8	2
Prairie View	16	2
Wild Country RV	31	3
Roggen	2	1
Total	71	10

Create HQ

Machine	Uses
Sewing	0
3D Prints	5
Sublimation	4
Heat Press	6
Epilog	8
Cricut	26
Button Maker	3
Screen Printer	0
Inkjet	7
Total	59

School Stops

	Attendance	# of Programs
CCA	45	1
Hoff	37	1
Hoff Preschool	100	2
Meadow Ridge	75	1
Migrant Preschool		
Total	257	5

Field Trips/School Events

School	Grade	Attendance
Meadow Ridge (2 trips)	3	94
Hudson	AR	130
Meadow Ridge (2 trips)	K	91
Meadow Ridge (2 trips)	2	97
Hoff (2 trips)	Pre-K	86
Total	9	498

Town/Special Events

Event	Attendance
Hoff Literacy Night	101
Total	101



March 2026

Master Stats
2026

	Door Count	Compute Usage	Total Circ	1st Time Checkout	Renewals	Borrower Activity	Card Holders	Wifi Usage	Prints	Fax	eBook eAudio	Copies	Mobile Prints
J-26	6040	264	2392	2225	167	711	1786	135	765	16	492	108	184
F-26	7257	282	2620	2460	160	784	1838	150	755	17	453	144	218
M-26	8575	299	3075	2839	236	785	1862	135	748	22	469	102	189
A-26													
M-26													
J-26													
J-26													
A-26													
S-26													
O-26													
N-26													
D-26													
TOTALS	21872	845	8087	7524	563	2280	5486	420	2268	55	1414	354	591

2025

	Door Count	Compute Usage	Total Circ	1st Time Checkout	Renewals	Borrower Activity	Card Holders	Wifi Usage	Prints	Fax	eBook eAudio	Copies	Mobile Prints
J-25	4543	251	2,392	2,225	167	645	1,602	96	359	25	431	202	53
F-25	5974	302	2,429	2,283	146	657	1,605	113	474	17	409	267	74
M-25	6050	258	2,641	2,384	257	704	1,621	106	494	13	465	392	68
A-25	7375	275	2,455	2,176	279	687	1,630	154	512	29	379	239	111
M-25	7658	300	2,819	2,535	284	728	1,655	122	133	9	435	184	133
J-25	7846	349	4,056	3,780	276	781	1,687	130	95	10	414	272	95
J-25	8827	349	3,656	3,386	270	785	1,700	159	93	17	484	246	93
A-25	7567	331	3,072	2,873	199	722	1,707	124	82	26	428	115	82
S-25	6382	328	2,670	2,528	142	711	1,717	117	254	11	411	173	254
O-25	7220	343	3166	2952	214	729	1729	124	368	15	416	312	209
N-25	6915	288	2532	2338	194	723	1741	161	545	19	414	125	99
D-25	6705	279	2290	2110	180	694	1753	99	767	12	454	123	246
TOTALS	83062	3653	34178	31570	2608	8566	18,528	1505	4176	203	5140	2650	1517



March 2026

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	\$122,617.87	\$10.75	\$30.23
Bank of Colorado	Building	\$4,239.18		
	Money Market	\$11,786,227.70	\$7,662.18	\$21,295.92
High Plains Bank	Insured Cash Sweep	\$5,350,953.77	\$17,014.12	\$49,241.77
	Money Market	\$250,481.82	\$481.82	\$1,032.58
ColoTrust	Plus+	\$2,382,225.19	7,595.83	22,182.88
	Prime	\$5,888,756.07	17,674.56	51,438.97

You're Invited To



SENIOR AWARDS
Night

Class of 2026

4 | May | 6:30 pm

Weld Central High School
Auditorium