



**BOARD OF TRUSTEES**  
**Executive Session Minutes**  
**Monday, December 13, 2021**  
**HPLD Administration Building**  
**2650 W. 29<sup>th</sup> St., Greeley, CO 80631**  
**4:30 p.m.**

**1.0 OPENING OF MEETING at 4:39pm**

1.1 Roll Call and Pledge of Allegiance

All were Present unless noted:

Chair Ken Poncelow

Vice-Chair Mary Heberlee

Secretary/Treasurer Mary Roberts

Trustee Teresa Curtis

Trustee Gerri Holton

Trustee Joyce Smock

Trustee Jana Caldwell

Legal Counsel William Garcia

Staff: Dr. Matthew Hортt and Kim Parker

1.2 Approval of Agenda

**MOTION** to approve the agenda as recommended: Vice-Chair Mary Heberlee

**SECOND:** Trustee Joyce Smock

**DISCUSSION:** None

**VOTE:** Unanimously approved, 7:0

1.3 Public Comment

No public comment

**2.0 MOTION TO GO INTO EXECUTIVE SESSION** per § 24-6-402(4)(f), discussions concerning a particular employee.

An executive session meeting of the Board of Trustees of the High Plains Library District is being convened at 4:42p.m. on December 13, 2021 for the sole purpose of discussing Dr. Matthew Hортt's 2021 performance appraisal, as authorized by § 24-6-402(4)(f). Attending are Legal Counsel William Garcia and Board Trustees Ken Poncelow, Mary Heberlee, Mary Roberts, Teresa Curtis, Gerri Holton, Joyce Smock, and Jana Caldwell.

- 2.1 Executive Session for the purpose of:
- a. Discussion concerning Dr. Matthew Hott's performance appraisal  
**MOTION** to go into Executive Session: Trustee Jana Caldwell  
**SECOND:** Trustee Gerri Holton  
**DISCUSSION:** None  
**VOTE:** Unanimously approved, 7:0

**3.0 BOARD COMMENTS**

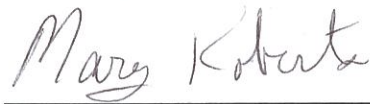
- 3.1 Chair Report
- 3.2 Vice-Chair
- 3.3 Secretary/Treasurer
- 3.4 Committees
- 3.5 Other Board Members

**4.0 ADJOURNMENT at 5:02pm**

After conferring with Legal Counsel,  
**MOTION** to adjourn the Executive Session and enter a recess to reconvene in Regular Session: Trustee Gerri Holton  
**SECOND:** Vice-Chair Mary Heberlee  
**DISCUSSION:** None  
**VOTE:** Unanimously approved, 7:0

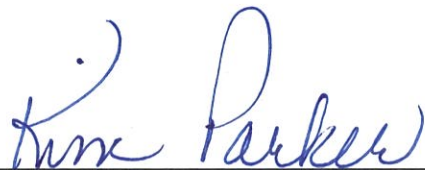
Upcoming meetings:

January 17, 2022, 5:00p.m. HPLD Board of Directors Meeting - Regular Session  
HPLD Administration Building, 2650 W. 29<sup>th</sup> Street, Greeley, CO 80631



HPLD Board Secretary/Treasurer

Mary Roberts



Recording Secretary

Kim Parker