



BOARD OF TRUSTEES

Regular Session Agenda

Monday, January 9, 2023

5:00 PM

HPLD Administration Building

2650 W. 29th St. Greeley, CO 80631

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1.0 OPENING OF MEETING

- 1.1** Roll Call and Pledge of Allegiance
- 1.2** Approval of Agenda
- 1.3** Approval of Consent Agenda
 - A. December 12, 2022 Regular Session Meeting Minutes
 - B. December 12, 2022 Executive Session Meeting Minutes
- 1.4** The Good We Do
- 1.5** Public Comment

2.0 ITEMS FOR INFORMATION/ACTION

- 2.1** Recognition of Trustees (Information) - Dr. Matthew Hortt, HPLD Executive Director
- 2.2** Election of Board Officers (Action) – Dr. Matthew Hortt, HPLD Executive Director
 - a. Chair
 - b. Vice-Chair
 - c. Secretary/Treasurer
- 2.3** Selection of Board Committees (Action) – Dr. Matthew Hortt, HPLD Executive Director
 - a. Foundation
 - b. Finance
 - c. Governance
 - d. Construction Projects
 - I. LINC
 - II. Grover
 - III. DSS Archive
 - III. Mead
- 2.4** Oath of Office & Ethics Policy (Action) - Dr. Matthew Hortt, HPLD Executive Director
- 2.5** LINC Transition Timeline (Action) - Dr. Matthew Hortt, HPLD Executive Director

- 2.6 Lincoln Park Property (Action) - Dr. Matthew Hortt, HPLD Executive Director and Natalie Wertz, HPLD Finance Manager
- 2.7 Town of Grover IGA (Information) - Dr. Matthew Hortt, HPLD Executive Director
- 2.8 IGA – List of Services 2023 (Action) - Dr. Matthew Hortt, HPLD Executive Director

3.0 DIRECTORS REPORT

- 3.1 Review Draft Agenda – Dr. Matthew Hortt, HPLD Executive Director
 - A. February 20, 2023
- 3.2 District Updates – Dr. Matthew Hortt, HPLD Executive Director

4.0 BOARD COMMENTS

- 4.1 Chairman’s Report
- 4.2 Vice-Chair
- 4.3 Secretary/ Treasurer
- 4.4 Committees
- 4.5 Other Board Members

5.0 ADJOURNMENT

Upcoming meetings:

February 20, 2023 5:00 p.m., Kersey Library, 332 3rd St., Kersey, CO 80644



BOARD OF TRUSTEES
DRAFT - Regular Session Minutes
Monday, December 12, 2022
5:00 PM
HPLD Administration Building
2650 W. 29th St. Greeley, CO 80631

1.0 OPENING OF MEETING AT 5:18p.m.

1.1 Roll Call and Pledge of Allegiance

All were Present:

Chair/Region 3: Ken Poncelow

Vice-Chair/Region 5: Mary Heberlee

Secretary/Treasurer/Region 4: Mary Roberts

Region 1: Trustee Teresa Curtis (attended virtually)

Region 2: Trustee Gerri Holton

Region 6: Trustee Joyce Smock

At Large Trustee: Jana Caldwell

Quorum was established.

Legal Counsel William Garcia

Staff: Dr. Matthew Hорт; Amber Greene, Director of the Eaton Public Library; Natalie Wertz; Niamh Mercer; Rick Medrano; and Kim Parker

Guest: Tony Brewer

Chair Ken Poncelow read the following statement into record: *High Plains Library District (HPLD) is dependent on the trust of its community to successfully achieve its mission. Therefore, it is crucial that all Trustees conduct business on behalf of the High Plains Library District with the highest level of integrity, truth and honor, avoiding any impropriety or the appearance of impropriety.*

1.2 Approval of Agenda

MOTION to approve the agenda: Secretary/Treasurer Mary Roberts

SECOND: Vice-Chair Mary Heberlee

DISCUSSION: None

VOTE: Unanimously approved, 6:0

1.3 Approval of Consent Agenda

A. November 14, 2022 Regular Session Meeting Minutes

MOTION to approve the Consent Agenda: Trustee Jana Caldwell

SECOND: Trustee Joyce Smock

DISCUSSION: None

VOTE: Unanimously approved, 6:0

- 1.4 The Good We Do presented by Dr. Matthew Horts, HPLD Executive Director Colorado Gives Day brought in to the HPLD Friends & Foundation over forty donations and \$4,500. \$1,800 of that will go to the LINC campaign, \$1,200 to the HPLD Friends & Foundation General Fund, and \$1,100 to designated Branch and Member Libraries throughout the District.

The partnership between HPLD, especially the MOVE department, and the Immigrant and Refugee Center of Northern Colorado achieved the milestone of having helped 50 people pass the citizenship exam this year.

Dr. Horts introduced Amber Greene, the Director of the Eaton Public Library. Amber shared that the Town of Eaton approved the library's budget, so they are looking forward to capital projects. The projects include remodeling the library basement and public restrooms; installing an outdoor children's space, sculpture park, and generator; purchasing an outreach bookmobile; installing a kiosk in Galeton; and hiring staff for new positions.

- 1.5 Public Comment
No Public Comment

2.0 ITEMS FOR INFORMATION/ACTION

- 2.1 Final Budget Overview (Action) - Natalie Wertz, Finance Manager
Natalie

Ms. Wertz reported that the 2023 budgeted revenues are \$53,276,163: an increase of 50% over 2022. Budgeted expenditures are \$51,599,533, and the budgeted fund balance increases by \$1,676,630. Page 103 of the proposed budget highlights changes made since the October Board Meeting. The proposed budget can be found in the [Board Packet](#).

Chair Poncelow added that Dr. Horts created a spreadsheet of upcoming projects, which he will share with the Board. Also, pages 69-70 of the proposed budget lays out the next five years' projects.

Chair Poncelow asked for a motion to open the public hearing.

MOTION to Open the Public Hearing: Secretary/Treasurer Mary Roberts

SECOND: Trustee Gerri Holton

Discussion: None

VOTE: 6:0

He asked if there are any members of the public who wish to comment on the budget.
There were none.

He then asked for a motion to close the public hearing.

MOTION to Close the Public Hearing: Secretary/Treasurer Mary Roberts

SECOND: Trustee Gerri Holton

Discussion: None

VOTE: Unanimously approved, 6:0

The public hearing is now closed.

- a. Resolution 22-1, Adopt Budget
MOTION to adopt the budget: Secretary/Treasurer Mary Roberts

SECOND: Vice-Chair Mary Heberlee

Discussion: None

VOTE: 6:0

- b. Resolution 22-2, Appropriate Sums of Money

MOTION to appropriate sums of money: Secretary/Treasurer Mary Roberts

SECOND: Vice-Chair Mary Heberlee

Discussion: None

VOTE: 6:0

- c. Resolution 22-3, Set Mill Levy, Weld County

MOTION to set the mill levy for Weld County: Trustee Jana Caldwell

SECOND: Trustee Joyce Smock

Discussion: None

VOTE: 6:0

- d. Resolution 22-4, Set Mill Levy, Boulder County

MOTION to set the mill levy for Boulder County: Vice-Chair Mary Heberlee

SECOND: Secretary/Treasurer Mary Roberts

Discussion: None

VOTE: 6:0

- 2.2** Recognition of Trustees (Information) - Dr. Matthew Horts, HPLD Executive Director
Two Trustees' terms will end on December 31st. The Region 2 Trustee, Gerri Holton, was reappointed and will continue to serve for the next four years. The Region 4 Trustee, Mary Roberts, chose not to seek reappointment, and Nick Nakamura will represent the region starting in January. Dr. Horts and the Trustees thanked Trustee Roberts for her service.

- 2.3** Grover Construction Manager at Risk RFP Award (Action) - Dr. Matthew Horts, HPLD Executive Director
On December 1st, Dr. Horts, Trustee Smock, and Dan Spykstra interviewed two firms for the Grover Manager at Risk; Fransen Pittman and GH Phipps. Both firms were highly qualified, and the interview team recommends awarding the RFP to Fransen Pittman due to their preparation and presentation during the interview.

Dr. Horts will bring a Gross Maximum Price (GMP) contract to the Board when it has been proposed. Fransen Pittman's work will be about \$150,000.

MOTION to accept the recommendation and direct staff to negotiate a contract with Fransen Pittman and sign the contract after it's been reviewed by legal counsel: Vice-Chair Mary Heberlee

SECOND: Trustee Gerri Holton

DISCUSSION: None

VOTE: 6:0

- 2.4** Grover IGA Update (Information) - Dr. Matthew Horts, HPLD Executive Director
There have been a few requested changes to the Inter-Governmental Agreement with the Town of Grover, such as using the legal definition of Public Library Services for the use of the library, along with recommending specifics on replating the property lines. It is anticipated that a final draft of the IGA will be presented at the January Board Meeting.

Also, Dr. Horts received word from people at school District 6 that they budget \$1,000,000 to install a modular with restrooms, which confirmed the \$1,000,000 budget for Grover.

For information only. No Board Action at this time.

3.0 DIRECTORS REPORT

3.1 Review Draft Agenda – Dr. Matthew Horts, HPLD Executive Director

A. January 9, 2023 Regular Session

3.2 District Updates – Dr. Matthew Horts, HPLD Executive Director

- CLiC will hold a virtual winter conference in February, and staff will send information to the Trustees.
- Dr. Horts and the Member Library Directors are working together on the list of services in their IGAs and hope to present a draft to the Board in January.
- The Hudson Library and Lochbuie are working on an IGA to put a temporary library in an existing Lochbuie building with the intent to open a permanent facility in a couple of years.
- HPLD received introductory site plans for the Mead Civic Complex and Dr. Horts and the Town have discussed where the library may be.
- BizWest contacted Dr. Horts to ask about the benefits of a Library District for an article they will run.
- The LINC Capital Campaign has raised \$391,660 to date.
- Friends of Raymer reported that they have received a \$191,000 grant, \$63,000+, and \$35,000 in additional grants to restore their historic Mercantile Building.

4.0 BOARD COMMENTS

Chairman's Report: Chair Ken Poncelow discovered a Greeley Events site, and was pleased that every other event had HPLD listed as a participant. He will not be at the LINC meeting on December 21st, so others may go. Also, table skirts were requested at 11:00 today and they were in place at 2:00, which speaks highly of staff.

Vice-Chair Mary Heberlee is excited that library services are going out to Raymer, Grover, and so on. She recently attended events in Briggsdale and Grover, and there's a lot of warmth toward the library District up there.

Secretary/Treasurer Mary Roberts thanked everyone and gave specific accolades to staff and others.

Other Board Members

Trustee Gerri Holton reflected, being the end of the year, that our libraries are thriving and serving our communities well. Examples are Fort Lupton completing their new library and all that is going on with Eaton. She hopes the District will have an All-Staff Day again, because it was a great way to get to know staff and all they do.

Trustee Joyce Smock thanked the Board for supporting out-lying areas, and said she was interested to see how the prototype will work if we develop one.

Trustee Jana Caldwell appreciates the Board's efforts to work together even when we don't agree, and she thanked Matt for his leadership this year. It's been a positive, healthy year.

Trustee Teresa Curtis' audio was not working well and so she was not able to comment.

5.0 ADJOURNMENT at 6:22.

There being no further business before the Board of Trustees,

MOTION to adjourn the meeting: Trustee Gerri Holton

SECOND: Vice-Chair Mary Heberlee

DISCUSSION: None

VOTE: Unanimously approved, 6:0

Upcoming meetings:

January 9, 2023 5:00 p.m., HPLD Administration Building, 2650 W. 29th St., Greeley, CO 80631

DRAFT



BOARD OF TRUSTEES

DRAFT - Executive Session Minutes

Monday, December 12, 2022

HPLD Administration Building

2650 W. 29th St., Greeley, CO 80631

4:30 p.m.

If you wish to address the Board via Public Comment, please attend the meeting in person. If you are unable to attend in person, you can submit public comments to the Board prior to the Board meeting via Formstack: https://hpld.formstack.com/forms/board_questions

1.0 OPENING OF MEETING AT 4:40PM

1.1 Roll Call and Pledge of Allegiance

All were Present unless noted:

Chair/Region 3: Ken Poncelow

Vice-Chair/Region 5: Mary Heberlee

Secretary/Treasurer/Region 4: Mary Roberts arrived at 4:50pm

Region 1: Trustee Teresa Curtis attended virtually

Region 2: Trustee Gerri Holton

Region 6: Trustee Joyce Smock

At Large Trustee: Jana Caldwell

Quorum was established.

Legal Counsel William Garcia

Staff: Dr. Matthew Hорт, Kim Parker left at 4:45pm

Chair Read the following statement into record: High Plains Library District (HPLD) is dependent on the trust of its community to successfully achieve its mission. Therefore, it is crucial that all Trustees conduct business on behalf of the High Plains Library District with the highest level of integrity, truth and honor, avoiding any impropriety or the appearance of impropriety.

1.2 Approval of Agenda

MOTION to approve the agenda: Trustee Gerri Holton

SECOND: Trustee Joyce Smock

DISCUSSION: None

VOTE: Unanimously approved, 6:0

1.3 Public Comment

No Public Comment

2.0 ITEMS FOR INFORMATION/ACTION

2.1 Executive Session for the purpose of:

a. Discussion concerning Dr. Matthew Hott's performance appraisal

MOTION to enter Executive Session under C.R.S. § 24-6-402(4) (f) – Pursuant to section 24-6-402(4) of the Colorado Revised Statutes, I move that we enter into executive session for the sole purpose of discussions Personnel matters, specifically Dr. Matthew Hott's Performance

Appraisal: Trustee Jana Caldwell

SECOND: Vice-Chair Mary Heberlee

DISCUSSION: None

VOTE: 6:0

Kim Parker left the meeting at 4:45p.m. and Secretary/Treasurer Mary Roberts arrived at 4:50.

Once in Executive Session Chair Read:

An executive session meeting of the Board of Trustees of the High Plains Library District is being convened at 4:40p.m. on December 12, 2022 for the sole purpose of discussing Personnel matters as authorized by [§ 24-6-402(4)(f)]. Attending are Chair Ken Poncelow; Vice-Chair Mary Heberlee; Secretary/Treasurer Mary Roberts; Trustees Jana Caldwell, Teresa Curtis, Gerri Holton, and Joyce Smock; Legal Counsel William Garcia; and Dr. Matthew Hott.

3.0 ADJOURNMENT AT 5:06 p.m. per Chair Poncelow's direction.

Upcoming meetings:

December 12, 2022, 5:00p.m.: HPLD Board of Directors Meeting - Regular Session
HPLD Administration Building, 2650 W. 29th St., Greeley, CO 80631

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: January 9, 2023
Type of item: Information only
Subject: Introduction of new Trustees
Presented by: Dr. Matthew Hortt, HPLD Executive Director
Recommendation: Item for information only. No action to be taken by the Board.

Background

On December 31st, 2022, our Region 2 & Region 4 Trustees' terms ended. Following the appointment process and ratification, Gerri Holton was reappointed to represent Region 2: Fort Lupton, Hudson, Keenesburg, and LaSalle. Nick Nakamura was ratified to represent Region 4: Greeley, Evans, and Garden City. The term for both Trustees will run until December 31st, 2026.

Please join us on welcoming both Trustees to the Board.

Staff Recommendation

Item for information only. No action to be taken by the Board.

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: January 9, 2023
Type of item: Action
Subject: Election of Board Officers
Presented by: Dr. Matthew Hortt, HPLD Executive Director
Recommendation: Staff recommend the Board accept nominations for the Secretary/Treasurer Position and then approve the completed slate of officers

Background

Annually the Board must appoint Board Officers: Chair, Vice-Chair & Secretary/Treasurer. Per Board Direction, staff contacted each trustee and determined their interest in the positions. Staff used this information to prepare the slate of officers.

Slate of Board Officers

Chair – Ken Poncelow

Vice-Chair – Mary Heberlee

Secretary/Treasurer – (At this time we have not received any interest in serving in this position. This will need to be discussed during the Board Meeting.)

Staff Recommendation

Staff recommend the Board accept nominations for the Secretary/Treasurer Position and then approve the completed slate of officers

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: January 9, 2023
Type of item: Action
Subject: Selection of Board Committees
Presented by: Dr. Matthew Hорт, HPLD Executive Director
Recommendation: Staff recommend the Board discuss the committees and determine if any changes are needed and then approve the Committee Assignments

Background

Annually the Board must set committee assignments for focused work. Staff contacted each trustee and determined their interest in the committee assignments. Staff used this information to prepare the proposed list.

Standing Committees

Governance Committee: Joyce Smock, Mary Heberlee
Finance Committee: Nick Nakamura, Secretary/Treasurer
Foundation Committee: Gerri Holton, Teresa Curtis

Ad Hoc Committees

Construction Project Committees
 LINC – Ken Poncelow
 Grover - Ken Poncelow, Joyce Smock
 DSS Archive - Ken Poncelow, Jana Caldwell
 Mead - Ken Poncelow
Materials Reconsideration Committee: Formed if/when needed

Staff Recommendation

Staff recommend the Board discuss the committees and determine if any changes are needed and then approve the Committee Assignments

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: January 9, 2023
Type of item: Action
Subject: Oath of Office & Ethics Policy
Presented by: Dr. Matthew Hott, HPLD Executive Director
Recommendation: Staff is recommending the Board of take the Oath of Office and sign the Ethics Statement

Background

In accordance with C.R.S. 24-90-101, et. Seq. the office of Library Board Trustee qualifies as a “civil officer”. Under C.R.S. 32-1-901, civil officers are required to take an Oath of Office. This had not been a common practice at HPLD until 2020.

The practice of the HPLD Board has been to review and sign the HPLD Board of Trustees Ethics Statement annually. The statement was last amended in 2018, and at that time an Ethics Statement was added to the beginning of every board meeting script and read to introduce the meeting.

Considerations

Oath of Office verbiage:

- I [name], do [select swear, affirm, or swear by the everliving God] that I will support the constitution of the United States, the constitution of the state of Colorado, and the laws of the state of Colorado, and will faithfully perform the duties of the office of High Plains Library District Board of Trustee upon which I am about to enter to the best of my ability.
- The practice of taking of the Oath of Office became an HPLD Practice in 2020
- The taking of the Oath of Office is sign of continued evolution of the District and in support of our efforts to be the Best Library District

The Ethics Statement read at each Board Meeting:

- The High Plains Library District (HPLD) is dependent on the trust of its community to successfully achieve its mission. Therefore, it is crucial that all Trustees conduct business on behalf of the High Plains Library District with the highest level of integrity, truth and honor, avoiding any impropriety or the appearance of impropriety.
- The signing of the Ethics Statement has been an HPLD practice and is defined in the bylaws

Recommendation

Staff is recommending the Board of take the Oath of Office and sign the Ethics Statement

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: January 9, 2023
Type of item: Action
Subject: LINC Transition Timeline
Presented by: Dr. Matthew Hortt, HPLD Executive Director
Recommendation: Staff is recommending the Board approve the LINC Transition Timeline and the closure of the Centennial Park Library for 2 and ½ weeks.

Background

With the anticipated opening of LINC in May 2023, the Lincoln Park Library is set to be decommissioned. Staff have worked to lay out a timeline and plan for the transition from the Lincoln Park Library to LINC.

Considerations

- Timing for the transition will also affect the Centennial Park Library remodel timeline. This impact is due to the relocation of the Genealogy Collection from Centennial Park to LINC. Additionally, the construction team at Centennial Park has requested that the District consider closing Centennial Park for 2 and ½ weeks in order to complete the bathroom remodel and reduce the construction timeline and cost. This closure is anticipated to occur in February.

LINC Transition Timeline

- December 31 – Patrons can no longer make SCO holds for LP.
- January 3 – Job Posting for Librarian, LA, and Innovation Technician.
- February 13 – Genealogy Collection moved to LINC.
- February 24 – Job Posting for Pages.
- February 24 thru March 9th – LMS, Pages and other staff shelve Opening Day Collection.
- February 28 -- All Programs and Storytimes end at LP.
- Hiring Interviews – February through March.
- March 10 – staff must have all belongings packed for Movers. *Critical!*
- ***March 13** – LP Closed to public. Staff put books on moving shelves.
- ***March 14** – LP Closed to public. Movers transport items to LINC.
- ***March 15** – LP becomes PCC (Public Computer Center). Staff split time between LP & LINC. New schedule. Evening shifts end at 6pm.
- March 15 through March 18/19th – Staff shelve LP's collection at LINC.
- April 1 – New staff start training at LINC.
- April 28 – LP Final Day Open as PCC.
- May 1 to May 12 – Staff training and prepare for opening.
- **May 13** – Anticipated Opening.
- May 15 – Regular hours resume - weekdays, evenings, and weekends.

*Pending Board Approval and Temporary Occupancy Certificate from the City.

Recommendation

Staff is recommending the Board approve the LINC Transition Timeline and the closure of the Centennial Park Library for 2 and ½ weeks.

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: January 9, 2023
Type of item: Action
Subject: Property Disposition – Lincoln Park property 1010-1012 11th Avenue Greeley
Presented by: Dr. Matthew Hорт, HPLD Executive Director, Natalie Wertz, Finance Manager
Recommendation: Staff is recommending the Board approval of the resolution declaring the Lincoln Park property as surplus to begin the sales process.

Background

During several meetings the Finance Committee has discussed recommending sale of the current Lincoln Park property. With the construction of LINC nearing completion, the Finance Committee is recommending that the Lincoln Park property 1010-1012 11th Avenue Greeley be offered for sale.

Considerations

- Lincoln Park personnel will be transferred to LINC.
- Some organizations have already expressed interest in the Lincoln Park property.
- The Finance Committee acknowledges the benefits to the community of the possibility of the property being added back to the property tax roll.
- Offering the property for sale could contribute to the downtown revitalization efforts.
- Approval of the resolution would allow the Finance Committee to obtain an appraisal of the property, evaluate options, and prepare recommendations for the board.

Recommendation

Staff is recommending the Board approval of the resolution declaring the Lincoln Park property as surplus to begin the sales process.

**RESOLUTION OF THE HIGH PLAINS LIBRARY DISTRICT
DECLARING CERTAIN PROPERTY OWNED BY THE LIBRARY DISTRICT
TO BE SURPLUS TO THE LIBRARY DISTRICT'S NEEDS
AND DIRECTING DISPOSAL OF SAME
23-1**

WHEREAS, the High Plains Library District has identified various items of district-owned property as being surplus to the needs of the High Plains Library District and has determined it to be in the public interest to offer them for sale.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the High Plains Library District, Colorado as follows:

1. **Property declared surplus to the needs of the High Plains Library District.**
The following described property is hereby declared to be surplus to the needs of High Plains Library District.

Item	Description	
1010 – 1012 11 th Street Greeley, Colorado 80631	Real estate – commercial property	

2. **Executive Director directed to dispose of surplus property.** In compliance with CRS 24-90-109(1), the Executive Director is hereby directed to offer the property for sale.

ADOPTED, this 9th day of January, A.D., 2023.

Attest:

Chairman, Board of Trustees

Attest:

Secretary/Treasurer, Board of Trustees

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: January 9, 2023
Type of item: Information
Subject: Town of Grover IGA
Presented by: Dr. Matthew Hortt, HPLD Executive Director
Recommendation: Item for information only. No action to be taken by the Board.

Background

The District has continued to work with our legal counsel and the legal counsel representing the Town of Grover on the Inter-Governmental Agreement. We are awaiting a response from the Town's legal counsel and will update the Board when we have more information.

Recommendation

Item for information only. No action to be taken by the Board.

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: January 9, 2023
Type of item: Action
Subject: IGA – List of Services 2023
Presented by: Dr. Matthew Horts, HPLD Executive Director
Recommendation: Staff is recommending the Board review and discuss the changes to the list and provide the staff with additional direction if needed, then approve the list of services

Background

In 2020, the District, Member Libraries, and their Establishing Bodies negotiated and signed an updated IGA continuing the relationship between the entities. The IGA automatically renews annually and can only be changed by written agreement by both parties involved. As part of the agreement, the District will work with the Member Libraries to provide an annual list of services that the District will provide. An original list was developed and included the 2020 IGAs. It was mutually agreed that the list did not need to be updated in 2021 and 2022. Staff and the Member Libraries have been working on developing an updated list of services for 2023. The changes that were made are outlined below.

Considerations

23. Regular onsite IT visits focused on follow up, open tickets and on-the-ground issues with IT Manager and or Engineer (Quarterly but may be adjusted)

24. Develop agreed upon Service Level Agreements

42. Establishment of a separate network and network equipment that is managed and overseen by local staff or an outside firm that would set up and support locally purchased equipment.

Benefits of the second network:

- Ability to handle local storage
- Limit vulnerability to cloud-based storage
- Supports locally purchased tech
- Eliminate need for IT reset on locally purchased tech
- District to reimburse costs (needs to be discussed further)

71. Evaluate and determine how to expand the Patron Incident Tracking System (PITS) to all Libraries – The decision point will be a local access vs Districtwide; if Districtwide, we will need to work together to define mutually agreed upon procedures for handling banned and trespassed patrons.

74. Expanded district orientation for new Member Directors and staff (Including Technology, Department and Service Orientation as well as a District Tour. This will also include a New Hire Checklist and welcome email. It may be managed through a Learning Management System, LMS).

106. Life Accelerator Services: Funding, purchase, installation, configuration, and support for Introductory, Basic & Advanced Life Accelerator technology and equipment as defined by the District Standard (See attached standards for 2023 and Q&A).

106A. HPLD is willing to reimburse Libraries and support the standard equipment that has already been purchased by the Libraries. If this is desired, the licenses will need to be transferred to HPLD.

Additionally, it was requested that some items be pulled from the List of Services and shown in a secondary document entitled HPLD Requests:

HPLD Requests

1. Provide approved library budget as part of larger municipal budget upon approval and adoption
2. Provide audited financial statements when approved and adopted by Library and Municipal Boards
3. The District can only support and guarantee technology that is purchased and managed by the District IT Staff. The District cannot guarantee the functionality or continued operation of nonstandard equipment that is purchased by the Libraries
4. IT Services will require managing access to IT equipment (i.e. room controls) – Will need to be revisited if a second network is established

Recommendation

Staff is recommending the Board review and discuss the changes to the list and provide the staff with additional direction if needed, then approve the list of services

Addendum B

Library Services

_____ [name of library]
Effective _____ through December 31, 2023

To be reviewed annually

Services	Provided by District	Provided by Member Library
Collections		
Access to all materials at all libraries participating in High Plains Library District		
1. The District has over 2,728,788 items, accessible to anyone who has an active HPLD library card in good standing including items in the Specialty Checkout Collection		
Materials purchasing/centralized order management		
2. Collection department will order on behalf of the Member Library and be billed monthly. Discounts realized through large volume purchasing		
3. Collection development staff coordinate/create/maintain/update standing order plans for books and periodicals		
4. Provide list of available periodicals, research and order titles as requested. Work with vendor when problems arise with subscription deliveries on member behalf		
5. Collection Resources Manager negotiates discounts for all vendors used by the department (book, media and periodicals)		
6. Collections department provides funding, purchasing and maintenance of Specialty Checkout Equipment and provide assistance with booking software		
Materials processing/standardized processing for items purchased /cataloged through Bibliographic Services		
7. Items ordered through Bibliographic Services will receive barcodes, RFID tags, spine labels, mylar covers per district standards		
Courier service to transport library materials Monday through Saturday		
8. Courier schedule maintenance for North and South routes		
Licensing, maintenance, and access to online databases and search software		
9. Negotiate prices for database and electronic resource access (included eBooks and databases)		
10. Staff database training upon request		
11. Patrons and staff receive technical troubleshooting and support		
Interlibrary Loan (ILL) and Prospector services		
12. ILL department will use OCLC or other supporting tools to locate and borrow an item not in our catalog for patrons/residence of HPLD		
13. ILL staff responds to member patron requests and work with staff to resolve any problems		
Access to collection development tools and resources to build collections		
14. Advice from the collection development department when questions arise		
15. Access to online ordering tools		
16. Support for collection analysis		
Cataloging services		
17. Original cataloging provided for any item purchased by a Member Library that is not found within the OCLC catalog		

18. Copy cataloging provided for any item already in the HPLD catalog or available from the current bibliographic utility		
ILS data maintenance		
19. Bibliographic Services staff will update ILS databases including deleting bibliographic records with no holdings		
20. Maintain the integrity of the ILS database through regular authority control, subject heading updates and patron purges		
21. Collection Resources Manager negotiates discounts for all processing supplies including RFID tags and barcodes. Additional custom labels can be purchased through the Bibliographic Services department at cost and billed to the Member Library		
22. Advice and support from trained MLS catalogers		
Information Technology		
23. Regularly onsite IT visits focused on follow up, open tickets and on the ground issues with IT Manager and or Engineer (Quarterly but may be adjusted)		
24. Develop agreed upon Service Level Agreements		
Core IT service solutions		
25. ILS: Funding, procurement, installation, administration and all required support for the Integrated Library System and add on services		
26. OPAC: Funding, procurement, installation, administration and all required support for the public catalog		
27. Email services: Funding, procurement, installation, administration and all required support		
28. MyLibrary: Funding, design, code development, installation, administration and all required support		
29. Online Payment Services: Funding, procurement, installation, administration and all required support		
30. Telecirc: Funding, procurement, installation, administration and all required support		
31. Intranet: Funding, procurement, installation, administration and all required support		
32. Storage, backup and recovery services: Funding, procurement, installation, administration and all required support		
33. Mobile catalog: Funding, procurement, installation, administration and all required support		
34. Self-Checks: Funding, procurement, installation, administration and all required support		
35. Reporting and data support for all IT services		
36. RFID Pads: Funding, procurement, installation, administration and all required support		
37. Automated Materials Handler: Funding, procurement, installation, administration and all required support in accordance with Library District standards		
38. Smartbadges: Funding, procurement, administration and all required support for device and included apps in accordance with Library District standards		
39. Badging System: Funding, procurement, installation, administration and all required support		
40. Training in person and online training videos covering technologies support by HPLD for staff and patrons		

Staff connectivity services		
41. Network equipment funding, purchase, configuration, installation and support in accordance with Library District standards. All hardware, software, equipment including cabling, servers will be provided. All new equipment will come with a hands-on demo and training		
42. Establishment of a separate network and network equipment that is managed and oversee by local staff or a outside firm that would set up and support locally purchased equipment. Benefits of the second network: <ul style="list-style-type: none"> • Ability to handle local storage • Limit vulnerability to cloud-based storage • Supports locally purchased tech • Eliminate need for IT reset on locally purchased tech • District to reimburse costs (needs to be discussed further) 		
43. Information Technology calls for service and support of all equipment		
44. Security camera hardware, software installation and support in accordance with Library District standards. (Cameras at: Entry/Exits, outside bathrooms and at service desks)		
45. Circuit funding, purchase, installation, configuration and support		
46. HPLD access services funding, purchase, installation, configuration and support (remote access)		
47. Infrastructure cabling funding, purchase, installation, and support		
48. Phone Services in hardware, software installation and support in accordance with Library District standards		
49. Mobile Application (forthcoming): Funding, procurement development and support in accordance with Library District Standards		
50. Phone connection for Fire System: Funding, procurement, installation, administration and all required support		
Internet connectivity for public (including Wi-Fi)		
51. Network funding, equipment purchase, configuration, installation and support. Hardwired fiber staff networks minimum speed (40M)* Public network minimum speed (20M)* Provide Libraries with 6-month usage and speed reports (*These speed guaranteed as provided by local internet service providers and contingent upon the continued service of these providers.)		
52. Circuit funding, purchase, installation, configuration and support		
53. Access services funding, purchase, installation, configuration and support		
Staff and public client equipment		
54. Purchase of all client (ILS) equipment needs **required for support** as mutually agreed upon		
55. Configuration, testing, installation and support for all staff and public client (ILS) equipment as mutually agreed upon		
Staff and public client software (is required due to licensing requirements)		
56. Operating system: Funding, purchase, testing, configuration, installation and support		
57. Productivity solutions: Funding, purchase, testing, configuration, installation and		

support (Office suite)		
58. Antivirus and other security tools: Funding, purchase, testing, configuration, installation and support		
59. Public use management: Funding, purchase, testing, configuration, installation and support		
60. Public print service management: Funding, purchase, testing, configuration, installation, and support		
61. Web filtering: Funding, purchase, testing, configuration, installation and support		
62. Public freeze software: Funding, purchase, testing, configuration, installation and support		
63. Web lock down software (for pacs): Funding, purchase, testing, configuration, installation, and support		
64. Automated deployment services: Funding, purchase, testing, configuration, installation, and support		
65. Removal or recycling of computer and IT equipment		
Finance and Administration		
Tax collection, distribution, and payments in the same proportion as collected by HPLD.		
66. Ongoing updates on property taxation for budgeting purposes		
67. Property tax allocation payment made to Members at same percentage rate as the HPLD receives from the Weld County Treasurer		
Friends and Foundation		
68. Access to Foundation consulting and training sessions on fundraising activities including sponsorship, capital campaigns, planned giving, etc.		
69. Assistance with grant reviews, applications, and writing for grants of any size		
70. Acceptance of large or unusual donations on behalf of a member library pending the donation is in line with the Foundation's mission and gift acceptance policy and pending the acceptance of a gift agreement. (Add Copy of Gift Acceptance Policy)		
Incident Tracking		
71. Evaluate and determine how to expand the Patron Incident Tracking System (PITS) to all Libraries – The decision point will be a local access vs Districtwide, if Districtwide we will need to work together to define mutually agreed upon procedures for handling banned and trespassed patrons		
Management of Debt Collect Services		
72. Debt collect service management including trainings and consulting with Debt Collect Service Vendor		
Human Resources Support		
73. Access to advertising posting position vacancies on the HPLD website		
74. Expanded district orientation for new Member Directors and staff (Including Technology, Department and Service Orientation as well as a District Tour. This will also include a New Hire Checklist and welcome email. It may be managed through a Learning Management System, LMS)		
75. Human Resources Consulting as requested		
76. Provides access to HPLD Sub Pool		
77. Access and including in all HPLD Training		

78. Access to In-house training and HPLD-sponsored workshops, seminars, orientations, Staff Day and roundtables		
79. Inclusion in and invitation to HPLD All Staff Day		
Project management services		
80. Provide consultation with contractors		
Member/District services coordination		
81. Participation on HPLD committees, task forces and projects (Duties Include: participate in planning, execution of program or service and evaluation)		
Continuing education		
82. High Plains Library District will provide funding, contingent upon annual Board approval for continuing staff education and professional development		
Compilation of Annual Public Library statistical report		
83. Compile and report library statistics for Public Library Annual Report, all other statistics provided as requested		
84. Compile and report library monthly statistics, master stats file and more		
85. Advise Member libraries of pending changes in data needs		
Legal inquiry		
86. Serve as the point of contact for subpoenas or legal inquiries for ILS data		
HPLD name badge		
87. Name badge for new staff – Includes name and title		
Research Tools		
88. District survey and research services that will include Member service areas; Including demographics available via staff intranet		
Outreach Services		
Multicultural services		
89. Outreach department partners with Member libraries to provide Multicultural services to patrons		
90. Provide computer class support including curriculum, training, and referrals		
Mobile services to schools or other gathering places in member service area		
91. Outreach works with Member Libraries to provide services to locations in the Member service area		
Public Computer Centers (PCC)		
92. PCCs located in member service areas: Johnstown (Milliken), Ault (Nunn & Pierce)		
93. PCC installation, maintenance and management in mutually agreed upon locations, executed through IGA or MOU and in accordance with agreement		
Public Information/Programming		
Spaces web calendar and room reserve		
94. Provide support for Member Library's events calendar available through the District's website		
95. Provide support for each Member Library to utilize patron-initiated room reservations available through the District's website as requested		
Templates for promotional materials		
96. Include member libraries on any collaborative promotional materials when appropriate and available		
Coordination of district-wide events and programming		

97. Coordinate special events and programs in which branch and Member Libraries choose to participate in. Including the District vehicle participation, scheduled through the Library Districts' Outreach Department		
Library cards		
98. Design, produce and disseminate library cards for all libraries within HPLD		
Advertising & Marketing		
99. Funds and places advertisements in phone books, newspapers and various northern Colorado publications		
100. Access to Community Relations and Marketing Department Services (including large format printer)		
Virtual Services		
101. Staffing/management/support and funding of all calls that come into the 1-888-861-READ (7232) number		
102. Staffing /management/support and funding of online communication services such as chat and email		
Facilities		
103. Access to District Owner's Representative Services as requested		
104. Facilities consulting, and advice as requested		
Life Accelerator (Formerly Training Bureau)		
105. Support and use of the Life Accelerator staff and services		
106. Life Accelerator Services: Funding, purchase, installation, configuration, and support for Introductory, Basic & Advanced Life Accelerator technology and equipment as defined by the District Standard (See attached standards for 2023 and Q&A)		
106A. HPLD is willing to reimburse Libraries and support the standard equipment that has already been purchased by the Libraries. If this is desired, the licenses will need to be transferred to HPLD.		



BOARD OF TRUSTEES

Regular Session Agenda

Monday, February 20, 2023

Kersey Library

332 3rd St, Kersey, CO 80644

5:00 p.m.

This is also streamed virtually by GoToMeeting.

The meeting can be viewed from your computer, tablet, or smartphone.

<https://www.mylibrary.us/hpldboardmeetings>. To view the Board meeting online, use this link and select the date of the meeting you want to join. If you have public comments, you may submit questions at the time of signing up for the meeting. All participants will be muted.

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/399313765>

If you wish to address the Board via Public Comment, please attend the meeting in person.

If you are unable to attend in person, you can submit public comments to the Board prior to the Board meeting via Formstack: https://hpld.formstack.com/forms/board_questions

The High Plains Library District Board may take action on any of the following agenda items as presented or modified prior to or during the meeting, and items necessary or convenient to effectuate the agenda items.

1.0 OPENING OF MEETING

- 1.1 Roll Call and Pledge of Allegiance
- 1.2 Approval of Agenda
- 1.3 Approval of Consent Agenda
 - a. January 9, 2023 Special Session Meeting Minutes
 - b. January 9, 2032 Regular Session Meeting Minutes
- 1.4 The Good We Do
- 1.5 Public Comment

2.0 ITEMS FOR INFORMATION/ACTION

- 2.1 LINC Opening Overview (Action) - Dr. Matthew Hortt, HPLD Executive Director
- 2.2 Centennial Park Library Remodel Contract (Action) – Dr. Matthew Hortt, HPLD Executive Director
- 2.3 Grover IGA (Action) – Dr. Matthew Hortt, HPLD Executive Director

3.0 DIRECTORS REPORT

- 3.1 Review Draft Agendas – Dr. Matthew Hortt, HPLD Executive Director
 - a. March 20, 2023 RS
- 3.2 District Updates – Dr. Matthew Hortt, HPLD Executive Director

4.0 BOARD COMMENTS

- 4.1 Chair Report
- 4.2 Vice-Chair
- 4.3 Secretary/Treasurer
- 4.4 Committees
- 4.5 Other Board Members

5.0 ADJOURNMENT

Upcoming meetings:

March 20, 2023, 5:00p.m.: HPLD Board of Directors Meeting - Regular Session
HPLD Administration Building, 2650 W. 29th St., Greeley, CO 80631

Associate Director of Public Services

What's Happened in the last 30 days?

- The Performance Appraisal process wrapped up for the year
- Initial meeting about the budget and timeline for the Centennial Park Refresh

What's Coming Up in the next 30 days?

- Continuing to refine the timeline for the Centennial Park Refresh construction
- Walking the building, looking for items that need to be fixed/completed (the "punch list" walk) prior to substantial completion of construction.
- Job postings will go up for Library Associates, Librarians, and Innovation Technicians

Carbon Valley Operations

What's Happened in the last 30 days?

- A local Eagle Scout partnered with Teen Librarian, Emily Schilling, the League of Women Voters, and local restaurants, to host a Chili Cook Off. After learning about Ranked Choice Voting, patrons tasted and voted for their favorite chili.
- Library Manager, Melanie Goldman, attended the Carbon Valley Chamber of Commerce Holiday Luncheon.
- The hiring process has begun for Library Associate Substitutes.

What's Coming Up in the next 30 days?

- The library is launching a Plant Propagation Library. Patrons will be able to donate or take loose plant cuttings.
- Reaching out to designers to help plan our outdoor nature play area.

Erie Branch Operations

What's Happened in the last 30 days?

- Rebecca Beckley began as our new Patron Services Supervisor at the beginning of December. Welcome Rebecca!
- We hosted 90 people for our annual winter wonderland program to make gingerbread houses.
- Erie has hosted two high school robotics competitions and will be hosting a third in January.

What's Coming Up in the next 30 days?

- Ian and Jake will be meeting with Erie Uplink to discuss hosting another Community Resource Fair in 2023.
- Erie's 15th Anniversary will occur in early January and staff are planning a celebration for late spring.

Farr Branch Operations

What's Coming Up in the next 30 days?

- Kevin Cook's "Wildlife Window Nature Series" begins a new year-long topic entitled "Alive in Colorado" on Thursday, January 5 at noon

- Lego Club will make its debut on Tuesday, January 10, and will continue to meet every 2nd and 4th Tuesday of the month from 4-5 p.m. Lego Club is open to ages 6+ and families are encouraged to attend.
- "How the West Was Drawn" is the first of a 3-part series that will begin on January 4 from 2-3:30 p.m. The series will be presented by award-winning author Linda Osmundson. The first program in the series will delve into the life and art of western artist, Charles Russell. The program is open to ages 16+
- Due to its popularity, Farr will continue to offer a Monday afternoon class in Tai Chi Chih from 1-2 p.m. Adults of all abilities (including beginners) are welcome to attend.

Lincoln Park Branch Operations

What's Happened in the last 30 days?

- Lincoln Park Library hosted a Customer Appreciation Day on Friday, December 16.
- Librarian Sue Safarik and Library Manager Melissa Beavers served on the City of Greeley's Uptown Tree Selection Committee to determine which tree will be on LINC's property. Five artists were invited to make 3D models and the final decision will be made in February.

What's Coming Up in the next 30 days?

- Librarian, Library Associate and Innovation Technician job postings for LINC will be advertised on multiple job boards in January.
- Melissa will be presenting Building Community with Reimagined Spaces, Technology, and Innovation (a talk about LINC) on Sunday, January 29 at the American Library Association's LibLearnX Conference in New Orleans.

Collections Operational Work

What's Happened in the last 30 days?

- Bibliographic Services and Collection Development placed final orders for processing supplies and library materials for 2022.

What's Coming Up in the next 30 days?

- Fiscal close for 2022 in the ILS
- Budget allocations for regular materials funds for 2023
- Three new electronic resources from Gale/Cengage will be added: Entrepreneurship, Business Plan Builder, and Legal Forms.

CRM Operational Work

What's Happened in the last 30 days?

- Colorado Gives Day Promotion
- Promotion items audit and order
- LINC documentation
- Annual Report Design

What's Coming Up in the next 30 days?

- Holiday Newsletter
- Promotional item orders
- Adults Read On promotion

Facilities Operational Work

What's Happened in the last 30 days?

- Continued LINC and Centennial Park projects.
- Completed Centennial Park exposed air ducts insulation and energy savings project.
- Installed concrete pad for air compressor installation at DSS facilities garage and concrete pad for backflow preventer security cage at DSS.
- Rebuilt fireplace burners at Farr.
- Replaced 2 broken windows at Lincoln Park and 1 broken window at Farr due to vandalism.
- Completed MOVE vehicles maintenance, inspections and records keeping.
- Continued Covid building disinfecting at all locations.
- Attended trainings and completed annual performance appraisals for facilities staff and custodians.
- Completed roof maintenance at all locations.
- Completed HVAC PM's all locations.
- Replaced compressors on HVAC roof top units at Carbon Valley.
- Completed work orders.
- Completed snow and ice removals.
- Worked on providing storage for LINC attic stock.
- Assisted with installation of mural at Farr.
- Worked on Carbon Valley's children's area renovations and storage shed installation.

What's Coming Up in the next 30 days?

- Continue LINC and Centennial Park projects.
- Continue Covid disinfecting at all locations.
- Schedule Centennial Park roof replacement.
- Complete ongoing work orders and MOVE vehicle maintenance, inspections and record keeping.
- Begin scheduling 2023 CIP projects.
- Prepare for LINC start up and grand opening.
- Continue Excellence coordinator meetings and trainings.

Finance Operational Work

What's Happened in the last 30 days?

- Filed 2023 budget with the state and submitted to GFOA budget award program
- Preparing for 2022 year-end
- GFOA WPFN mentoring program
- Performance appraisal for Accounting Technician

What's Coming Up in the next 30 days?

- Working on 2022 year-end and preparing for audit
- Baldrige EC meeting and BBO work
- Year-end filings - deliver W2s, prepare 1099s
- Sales tax filings with state and cities

Foundation Operational Work

What's Happened in the last 30 days?

- Attended and took pictures at 2022 Writer in Residence, Rob Walker, Utopia! reading.
- Created 2023 Friends & Foundation Calendar
- Created 2023 Sponsorship Menu
- Announced all 2023 Funding Projects with Development Planners and Summaries
- Raised:
 - End of Year Gifts (these are gifts not made as part of CGD): \$4,450.00
 - CGD: over \$4,500
 - \$1,825 was raised for the LINC Capital Campaign.
 - \$1,197 was raised for the HPLD Friends & Foundation General Fund.
 - \$1,110 was raised for designated libraries within the High Plains Library District.

What's Coming Up in the next 30 days?

- Friends & Foundation department restructure goes into effect. Current Development Associate will become Development Coordinator. Will open Development Associate position for applications. This restructure allows the department to better support the District, Friends and increased fundraising efforts that have taken place and will continue to grow.
- First quarterly meeting with 2023 Funding Project leads.
- Preparations for Friends & Foundation Q1 meeting in February.

SERVICES

Service – Materials Sharing

What's Happened in the last 30 days?

- December meeting cancelled (awaiting updates to Mobile App from vendor)

What's Coming Up in the next 30 days?

- Continuing work on mobile app

Service - Specialty Checkouts

What's Happened in the last 30 days?

- Continued work on logistics of adding the museum passes
- Packaging the museum passes
- Got museum passes/descriptions into LibEquip
- Online SCO survey link/emails started Nov 28th
- CRM working on Website links for museum passes

What's Coming Up in the next 30 days?

- Soft launch museum passes on Jan 9th
- Marketing plan for museum passes

September-December 2022



Quarterly Report

1580 Total Patron interactions this Quarter!

Yes! Fest



Patron Interactions:

698

Districtwide staff planned an exciting interactive STEM festival in 2022. The first in-person Yes!Fest took place in 2019! Families from around the county

gathered for lots of STEM (Science, Technology, Engineering, and Mathematics) activities.

Evans Heritage Days

Patron Interactions: 674

Scroll program participants:

300

Event Attendance:

1000



Arty's Bazaar

425 total attendees

1 Check Out

3 New Library Cards

1 Replacement Card

One Aims student gave a "thumbs up" on the dyslexia font on overdrive.



Firestone Halloween Safe Night

Patron Interactions:

600

Checkouts: 6

September-December 2022



Quarterly Report

University Trunk or Treat

Patron

Interactions: 728

Checkouts: 8

New Cards: 2



Patron Interactions:

304

Checkouts: 1

100 ghost activity participants

Union Colony ES Harvest Festival

Patron

Interactions: 297



Staff Shoutouts

Lincoln Park staff rocks!

The library is a life saver.

Shoutout to the banned books section at RV.

From the front range to the south. HPLD is the best library

system in CO.

Shoutout to Jana at CV!

Kate G @ CP is amazing!

Jana at Firestone is very helpful.



highplains
Library District

September-December 2022



Quarterly Report

Jefferson HS Family Night

Patron Interactions:

68

Teens loved the button making!



Vroom!

Patron Interactions: 117

Widening the Window



Attendance:

16

Eaton EL Center Community Parade

We waved to about 50 kiddos at the parade!

Thank you to the branches!

Farr staff helped with the University Harvest Festival!

Riverside staff helped with the Evans Trunk or Treat and Festival of Lights!

Carbon Valley staff helped with the Firestone Halloween Night and the Holiday Festival!

Centennial Park staff helped at the Vroom Event!

Erie staff helped with Erie Biscuit Day and Boo on Briggs Street!

DSS staff helped with Vroom and the festival of trees!

September-December 2022



Quarterly Report

Patron Feedback/Suggestions

Several comments requesting ASL and ESL classes

Anime club, need more sci-fi/fantasy titles, more selection of wonderbooks, general interest in later storytimes

Some interest in the New Linc Building! A patron said they're happy to see HPLD at more events like this (Overdose Awareness Day) and engaging different parts of the community

Love Farr Library and the fish tanks there! Love Libby and Hoopla! LP Family Saturday didn't happen one week, and we were bummed. More programs for Kindergarten and Elementary Downtown. More 3D printer programs. Monster High Movie night. Love the programs for all ages. Bring back some high-touch items in kids sections after covid.