



**BOARD OF TRUSTEES
SIGNED Regular Session
Monday, November 4, 2019
Erie Library
400 Powers St., Erie, CO 80516
5: 00 p.m.**

1.1 OPENING OF MEETING 5:10 pm

Guests Legal Counsel Bill Garcia and Donovan Gibbons. Jana Caldwell and Paula Mehle (Firestone). Tyler Stackpole, a local youth, led the Pledge of Allegiance.

Chairman/ Region 3: Ken Poncelow
Vice-Chair/ Region 5: Mary Heberlee
Secretary/ Treasurer/ At Large Trustee: Bob Grand
Region 1: Trustee John Damsma
Region 2: Trustee Gerri Holton
Region 4: Trustee Mary Roberts
Region 6: Trustee Joyce Smock

Staff; Dr. Matthew Hortt, Rick Medrano, James Melena, Joanna McNeal , Melanie Goldman Marjorie Elwood , Elena Rosenfeld , Tony Brewer, Christian Welch, Cindy Osborne, Brittany Raines, Abby Yeagle, Niamh Mercer, Kristin Spencer and Kathy Webb

Board Break to transition from Foundation Meeting to District Board Meeting 5:12 pm
Resumed 5:25 pm

Chairman 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 as presented Mary R
SECOND Vice-Chair Heberlee
VOTE Unanimous 7:0

1.3 Approval of Consent Agenda
MOTION to AMEND item C to read Resolution 19-5 instead of 19-2 and approve Consent Agenda in its entirety (as listed below) made by Secretary/ Treasurer Grand
SECOND Trustee Holton
VOTE Unanimous 7:0

- A. October 7, 2019 Executive Session Meeting Minutes
- B. October 7, 2019 Regular Session Meeting Minutes
- C. October 30, 2019 Executive Session Meeting Minutes

- 1.4 Public Comments
No Public Comment

2.0 ITEMS FOR INFORMATION/ACTION

- 2.1 Firestone URA (Action) – Dr. Matthew Hорт, HPLD Executive Director introduced Pamela Mehle, Director of Economic Development and FURA who presented.

Discussion was held cap limits and Trustee Smock raised concern that with the *25 year limit the URA would be "making decisions for people not yet born yet."* Further conversation focused on the 200 acres of property that would otherwise not develop

MOTION: Grand recommends that the Board approve and IGA as presented
SECOND Trustee Damsma

VOTE: 6: 1 with Trustee Holton voting against

- 2.2 Whistleblower Laws & Potential Policy (Action) – Dr. Matthew Hорт, HPLD Executive Director spoke on the topic.

Dr. Hорт stated that this item was to follow-up to questions brought before the Board in response to the September 5th adoption of a Whistleblower Policy by the HPLD Foundation requirement and the Board's request to investigate whether the District Board needed to adopt such a policy

Discussion was held and Dr. Hорт spoke about implementing an investigation historically since becoming Executive Director.

of MOTION: Heberlee motioned to add a statement to the Handbook on the advice Employer's Council.
SECOND Grand would like to have the motion amended to reflect, against changing the already existing internal process but add the additional language to the HPLD Employee Handbook for employees
AMENDED MOTION: Heberlee
SECOND: Grand
VOTE Unanimous, 7:0

- 2.3 Strategic Plan Update (Information Only) – Dr. Matthew Hорт, HPLD Executive Director

Dr. Hорт presented on the item and the Board was impressed with the accomplishments thus far.

- 2.4 Mission, Vision Statement Review (Information Only) – James Melena, Community Relations & Marketing Manager

Mr. Melena presented the working concept to the Board and was instructed to present to them again in the coming year.



2.5 Change to Executive Review Schedule (Action) – Dr. Matthew Hortt, HPLD Executive Director

Dr Hortt addressed the Board asking the following items to be changed for the Executive Review process;

- Via standard mail by Friday November 22, 2019
- OR by noon via email on November 25, 2019

After some discussion the Board agreed to mail in their reviews or have them to the Executive Assistant by November 25, 2019. No formal vote was taken.

2.6 Downtown Greeley Construction Committee (Action) – Dr. Matthew Hortt, HPLD

Dr. Hortt asked The Board to appoint two Board Members to the Downtown Greeley Construction Committee.

MOTION Heberlee motioned to have Chairman Poncelow and Trustee Roberts appointed to the Committee
SECOND by Trustee Holton
VOTE Unanimous, 7:0

3.1 **DIRECTORS REPORT**

3.2 Review Agenda Calendar – Dr. Matthew Hortt, HPLD Executive Director

- A. Executive Session for 12.09.19 for Matt's Review
- B. Regular Session for 12.09.19

The draft agenda for December 2020 was reviewed; Trustee Roberts asked about the date and Finance Manager Natalie Wertz responded that the deadline to file the Mill Levies to the counties is December 15th

3.3 District Updates – Dr. Matthew Hortt, HPLD Executive Director

Dr Hortt highlighted the following items;

- Crestone Abatement was presented
- Individual Facebook pages for the HPLD Branches was presented
- Traveling exhibit in Collaboration with the Greeley Museum. Board asked that voting information be displayed as well
- Jana Caldwell, new HPLD Board Member was introduced.
- The upcoming Sunday HPLD would host the Signature Author Series, featuring Garth Stein the author of *Racing in the Rain*.
- District Read-a-thon

3.4 Chairman's Report – Ken Poncelow, Chairman of the Board

Chairman Poncelow thanked Erie Library for hosting the Board Meeting and spoke briefly about the recent HPLD purchase of the Tribune Building in Greeley. Cindy Osborne, Branch Manager at Lincoln Park addressed the Board and stated the Staff was delighted by the news.



4.0 BOARD COMMENTS

Vice-Chair Heberlee stated that she was “really happy” with the progress the District is making and asked about the progress with the negotiations with the Town of Mead.

Secretary/ Treasurer Grand reminded the Board that the District is larger than Erie and Greeley and asked for an update on Erie application.

Trustee Damsma reflected that the Library is an amazing place and happy that be part of the process that enables communities to benefit from such a valuable resource. He continued by thanking Trustee Grand for his service on the Board and remarked that in Dr. Hortt they have found the “right man for the job.”

Trustee Holton commented that she is excited to be attending the Signature Author Event on Sunday with family and looks forward to the Executive Review

Trustee Roberts remarked that this Board meeting was a “great meeting” and was elated that the Board had the opportunity to visit Erie today. Roberts also stated that she would like to see the demographer give a thorough account of the county as previously directed, for the rural communities.

Trustee Smock closed by declaring that, “everyone, all staff, is doing a great job.”

5.0 ADJOURNMENT 6:40 pm

There being no further regular business before the Board,

MOTION: Trustee Holton moved to adjourn

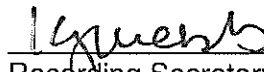
SECOND: Trustee Damsma

VOTE: Unanimously approved, 7:0

Approved the 9th of December 2019



HPLD Board Secretary/ Treasurer
Bob Grand



Recording Secretary
Kathy Webb