



BOARD OF TRUSTEES
MINUTES: Regular Session
Monday, January 13, 2020
Northern Plains Public Library
216 2nd St., Ault, CO 80610

1.0 OPENING OF MEETING 5:03 pm

1.1 Roll Call and Pledge of Allegiance

Led by local youth Jessica Cobb, whom is a frequent visitor to Northern Plains Public Library.

Guests; Brenda Carns, Bill Garcia

Region 3: Ken Poncelow

Region 5: Mary Heberlee

At Large Trustee: Jana Caldwell

Region 1: Trustee John Damsma

Region 2: Trustee Gerri Holton (excused)

Region 4: Trustee Mary Roberts 5:07 pm

Region 6: Trustee Joyce Smock

Staff; Dr. Matt Hортt, Eric Ewing, Marjorie Elwood, Rosa Granado, Brittany Raines, Rick Medrano, Abby Yeagle, James Melena, Kathy Webb

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: Vice Chair Heberlee moved to amend the agenda, to strike voting for the Foundation Committee at this time, to be determined at a later date

SECOND: Trustee Smock

VOTE: Unanimously approved; 7:0

1.3 Public Comment

No Public Comment

2.0 ITEMS FOR INFORMATION/ACTION

2.1 Introductions (Information)

Dr. Matthew Hортt, HPLD Executive Director made the following introductions,

A. New HPLD Board Members for 2020-2023 Term

1. Ken Poncelow (Region 3)

Trustee Poncelow was reappointed to our Board during his last term. Trustee Poncelow served as our Board Chair and has extensive experience serving on other nonprofit boards including Weld County United Way and the Boys and Girls Club.

Trustee Poncelow is the retired Police Chief for the Fort Lupton Police Department and has worked in law enforcement throughout his career.

2. Jana Caldwell (At-Large)

Trustee Caldwell has extensive experience with education, serving as Director of Communication for McREL and the Colorado Association of School Executives. She also worked as the Coordinator of Communication and a teacher for Weld District 6 Schools.

Trustee Caldwell is also not a stranger to Boards and non-profits. Working with High Plains Chautauqua, Community Radio of Northern Colorado, the Success Foundation and Greeley Chorale. She holds a Master's Degree in Psychology, Counseling and Guidance from UNC and is a self-proclaimed, cheerleader for libraries.

B. New HPLD Associate Directors of Public Services

Dr. Hortt indicated that he is still working on the division of duties, but for the time being, Marjorie will be working with our Library Branches and the patrons we see on a daily basis. Rosa will be working to reach those who do not visit a physical library and developing new patrons throughout the district.

1. Marjorie Elwood (Branch Services)

Marjorie brings multinational library experience, working at libraries in Canada, Wyoming and Colorado. Marjorie most recently worked as our Library Manager for the Carbon Valley Regional Library and was in that position for 5 years. Marjorie is an artist and has brought that creativity to all the projects she has worked on for the High Plains Library District.

2. Rosa Granado (Community Engagement)

Rosa brings experience as an educator, teaching in Zuni, NM and Milliken. In addition, she has worked her way up through the ranks at the District as a Page, Library Associate and Outreach Manager. Rosa has passion for working with our underserved population and has excelled in the positions she has held.

2.2 Election of Board Officers (Action)

Dr. Matthew Hortt, HPLD Executive Director led the District Board through elections for their Executive Offices for 2020

A. Chair

Mary Heberlee nominated Ken Poncelow as Chairman, seconded by Joyce Smock

MOTION: Mary Roberts made the motion to appoint Ken Poncelow as Chair of the High Plains Library Board for 2020

SECOND: Jana Caldwell
VOTE: Unanimously approved, 7:0

B. Vice-Chair

Mary Roberts nominated Mary Heberlee as Vice-Chair, seconded by Joyce Smock

MOTION: Mary Roberts nominated Mary Heberlee as Vice-Chair of the High Plains Library Board for 2020

SECOND: Joyce Smock

VOTE: Unanimously approved, 7:0

C. Secretary/ Treasurer

MOTION: Mary Heberlee nominated Mary Roberts as the Secretary/ Treasurer of the High Plains Library Board for 2020

SECOND: Joyce Smock

VOTE: Unanimously approved, 7:0

2.3 Selection of Board Committees (Action) – Dr. Matthew Hортt, HPLD Executive Director

A. ~~Foundation~~ Tabled

B. Finance

MOTION: Vice Chair Heberlee nominated Mary Roberts as Board Secretary/ Treasurer, Trustee Smock added Trustee Holton's name to the committee

SECOND: Secretary/ Treasurer Roberts seconded the motion

VOTE: Unanimously approved, 7:0

C. Board Selection Committee Member for 2021- 2024 Term

MOTION: Mary Roberts nominated Trustee Caldwell to be the second voting member, in addition to the Vice-Chair for the Board Selection Committee

SECOND: Trustee Smock

VOTE: Unanimously approved, 7:0

2.4 ADA Clause for Contracts (Action)

Bill Garcia, Legal Counsel answered questions about the proposed ADA clause before the Board which would require all contractors with the District to follow all applicable federal and state laws including the ADA.

MOTION: Secretary/ Treasurer Roberts moved to adopt the clause to add to all contracts, MOUs and IGAs moving forward

SECOND: Vice Chair Heberlee

VOTE: Unanimously approved, 7:0

2.5 Mission & Vision Update (Information) – James Melena, Community Relations & Marketing Manager

Dr. Hортt introduced Mr. Melena who briefly worked with the Board to update the District's current Mission & Vision Statements.

Further Discussion would be held in two weeks at the District Work Session.

3.0 DIRECTORS REPORT

- 3.1** Review Draft Agendas, January 27th– Dr. Matthew Hortt, HPLD Executive Director
(See Attached, In Packet)

Dr. Hortt elaborated on the Board Training which would cover an oath of office, ethics policy Colorado Open Records Act, a district calendar and further discussion regarding the Foundation

- 3.2** District Updates – Dr. Matthew Hortt, HPLD Executive Director
(See Attached, In Packet)

Dr. Hortt reviewed District updates by Department and library location, highlighting events that tied to the celebration of Martin Luther King, Jr. Day

3.0 BOARD COMMENTS

Region 3: Ken Poncelow Chairman voiced his excitement for the new Associate Directors, new Board and the projected growth in the coming year

Region 5: Mary Heberlee looks forward to the coming year as well

Region 4: Trustee Mary Roberts is looking forward to many projects and seeing if Staff is able to coordinate a central office to handle major holidays, celebratory months, programs and District initiatives

Region 1: Trustee John Damsma stated how nice it was to visit Ault and looks forward to all the exciting changes, including the innovation Center

Region 2: Trustee Gerri Holton welcomed Staff and the new Board members, stating that together she is assured we will accomplish great things

Region 6: Trustee Joyce Smock stated that she is also looking forward to the coming year, applauding Staff's efforts so far.

At Large Trustee: Jana Caldwell thanked Staff and the Board for the warm welcome and looks forward to serving, traveling throughout and representing the entire District in 2020 and in the future.

4.0 ADJOURNMENT 5:57 p.m.

There being no further regular business before this Board,

MOTION: Trustee Caldwell motioned to adjourn

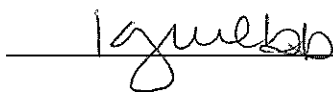
SECOND: Vice-Chair Heberlee

VOTE: Unanimously approved, 7:0

Approved the 10th of February 2020



HPLD Board Secretary/ Treasurer
Mary Roberts



Recording Secretary
Kathy Webb