



BOARD OF TRUSTEES

Regular Session Minutes

Monday, May 17, 2021

5:00 p.m.

Centennial Park Library

2227 23rd Avenue, Greeley, CO 80631

1.0 OPENING OF MEETING 5:03pm

1.1 Roll Call and Pledge of Allegiance

Present

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: Tony Brewer, Marjorie Elwood, Melanie Goldman, Mallory Pillard, Niamh Mercer, Rebecca Libersat, James Melena, Dr. Matthew Hortt, Kim Parker

Guests: Sadie Grace Benally, who led the group in the Pledge of Allegiance.

Dr. Matthew Hortt read the following statement, on behalf of the Chair, 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 Jana Caldwell

SECOND: Secretary/ Treasurer Mary Roberts

VOTE: Unanimously approved, 7:0

1.3 Approval of Consent Agenda

A. April 19, 2021 Regular Session Meeting Minutes

MOTION to approve the Minutes: Trustee Heberlee

SECOND: Trustee Teresa Curtis

VOTE: Unanimously approved, 7:0

1.4 Public Comment

No Public Comment

2.0 ITEMS FOR INFORMATION/ACTION

2.1 Introduction of New Managers (Information) – Marjorie Elwood, Associate Director of Public Services

Marjorie Elwood introduced the two new HPLD Managers:
Rebecca Libersat - Collections Resource Manager
Melanie Goldman – Carbon Valley Regional Library Manager

2.2 Policy Update (Action) – Tony Brewer

A. Governance

The proposed Governance policy has been expanded significantly to identify key areas of library law, and explain the District governance structure, representation on the Board of Trustees, method of selection of Board members, and by-laws and responsibilities of the Board of Trustees. See details in the [Board meeting packet](#). On Jan. 18th this year, the Selection Committee was renamed the Governance Committee, and this committee will review and update the bylaws as needed.

There was discussion about the list of towns in each region possibly needing updated to better reflect the regions. Vice-Chair Heberlee recommended listing the school districts within the regions and Chair Poncelow suggested to include the verbiage, “including the towns of XXX.”.

The Governance Subcommittee will meet to work on the recommendations and any changes to the nomination process.

B. Internet Use

A point of clarification was needed for this policy. Except for searches that are illegal, for example child pornography, the library’s role is to provide access, not tell people what they can and cannot view on the computer. This stance is due to the library upholding Intellectual Freedom and Freedom of Speech. On the issue of child pornography, two basic concepts factor into the policy: materials that are harmful to minors and bona fide research. Not wanting to have the staff make the determination between the two, the decision was made to block access to child pornography. It was suggested that Mr. Brewer possibly add information about Freedom to Read, which is an American Library Association standard, to the Policy.

C. Community Relations and Marketing

Trustee Caldwell asked that Mr. Brewer remove ‘To provide the best possible image of the district’ from the policy. James Melena, Community Relations and Marketing Manager, agreed with the recommended change.

D. Proctoring

Very few changes were proposed to this policy.

E. Photography and Videorecording

In ‘Staff’ portion, the policy was revised to reflect the removal of the Photo/Video releases that are no longer required.

MOTION to approve the Governance, Internet Use, Community Relations and Marketing, and Proctoring Policies: Trustee Caldwell

SECOND: Secretary/Treasurer Roberts

VOTE: Unanimously approved, 7:0

2.3 High Plains Chautauqua Update (Information) – Dr. Matthew Hortt, HPLD Executive Director

Dr. Hortt updated the Trustees on the activity and discussions with High Plains Chautauqua since the last Board meeting, and the Trustees discussed Chautauqua's wants and needs along with HPLD requirements: that two HPLD Board Members would serve on their Board and the event would be county-wide rather than Greeley-centric. It was noted by Trustee Caldwell that it would be difficult to move anything other than the Young Chautauqua program around the county. The Trustees' consensus was to table discussions for now.

DIRECTION from the Board: table discussions for now

2.4 Mead Project Update (Information) – Dr. Matthew Hortt, HPLD Executive Director

The Town of Mead Board sent a letter to the District asking for a District to reengage in talks about a library in Mead and expressing the community's interest in a library facility. The discussion began with an overview of the events that have led to the letter.

In 2019, HPLD entered into an IGA with Mead to evaluate the possibility of constructing a library in the town. In the discussions since then, the town and HPLD have not come to an agreement. Mead residents have access to services through the use of the Carbon Valley Regional Library, which is designed to serve outlying areas and is 9.7 miles from them, and HPLD's Bookmobile, which stops at Mead twice a month.

DIRECTION from the Board: put together data and the history of interactions and then write a letter to the Town of Mead.

3.0 DIRECTORS REPORT

3.1 Review Draft Agenda – Dr. Matthew Hortt, HPLD Executive Director
A. June 21st, 2021

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

The Keenesburg Library had a soft opening on May 10th and will hold a grand opening at a date to be determined.

The Glenn A. Jones, M.D. Memorial Library at Milliken is also open and is going well. Its hours, along with the coffee shop's, are expanding.

The reports about HPLD library services show that the usage is moving up as people are becoming more comfortable with being in the facilities.

A shout out to David Sharp, Lincoln Park Librarian and author, who won the 2021 Maxy Award for his SciFi/Fantasy Novel, *Lost on a Page*.

Staff is preparing Board training to allow Trustees to access email and Board information

from their personal devices.

Meagan Day, Librarian at Farr Regional Library, joined the meeting virtually and Dr. Hortt presented her with a letter from the Board, recognizing her work on the Reading List Council of the American Library Association's Reference & User Services Assoc. She's been reading and reviewing about forty books per year for the Council.

The Center for Disease Control changed their mask mandates last week and the District removed their signs requiring masks. Management is waiting for direction from OSHA on requirements for employees. The notification to staff will read, "We trust our staff. Please read the guidelines and do the right thing."

3.3 Chairman's Report

If you haven't made it to the Milliken library and coffee shop, you should do so.

4.0 BOARD COMMENTS

A. Vice-Chair Heberlee said she's proud of the way we've come through this pandemic. As long as anyone can look up and see what the current guidelines are and that's consistent with what they are told, it's okay. She's proud of this direction we are heading, even when it's confusing.

B. Secretary/ Treasurer Roberts said we've made tremendous progress and built some great foundations to continue to grow. That's how strong organizations make their mark.

C. Other Board Members

Trustee Curtis said she was happy to see Melanie here, because her family grew up in the CVR Library. Also, liked having the girl lead the Pledge of Allegiance. We could ask the Boy Scouts or Girl Scouts to do that.

Trustee Smock said she's amazed at all the things we've got going on. They won't happen overnight. She's pleased. We have good staff.

Trustee Holton said she's impressed by the expertise and support the Board gets from staff. She enjoyed the training offered by the Colorado State Library. She's interested in holding a book club on next year's Signature Event Series book; seeing the Writer in Residence Ted Talk; and going through the links to the videos presented in the Foundation meeting.

Trustee Caldwell said 'Thank You' to Centennial Park for hosting. She enjoyed meeting Melanie and Rebecca and finds it interesting that people from all over the country want to come to HPLD to work. Speaking of the trainings offered by the State Library, she did sessions on how to deal with difficult Board Members and another one on the relationships between Boards and their Foundation Boards. Trustee Curtis added that a training that stood out to her was one on the importance of Board Members to be involved in their communities.

5.0 Motion to enter Executive Session

Pursuant to section 24-6-402(4) of the Colorado Revised Statutes, I move that this regular public meeting of the Board of Trustees of the High Plains Library District adjourn and, upon affirmative vote of two-thirds of the members present, reconvene in executive session for the sole purpose of receiving legal advice on specific legal questions from an attorney regarding a request from a

Member Library, as authorized by CRS § 24-6-402(4)(b):
MOTION to move to Executive Session: Trustee Gerri Holton
SECOND: Secretary/Treasurer Mary Heberlee
VOTE: Unanimously approved, 7:0

An executive session of the Board of Trustees of the High Plains Library District convened at 6:57 pm on May 17th, 2021 for the sole purpose of discussing a request from a Member Library as authorized by CRS § 24-6-402(4)(b). Attending were: Board Chair Kenneth Poncelow, Vice-Chair Mary Heberlee, Secretary/ Treasurer Mary Roberts, Trustee Teresa Curtis, Trustee Joyce Smock, Trustee Jana Caldwell, Executive Director Matthew Horrt, and Legal Counsel Bill Garcia. Trustee Gerri Holton recused herself from the discussion. During the executive session the Board discussed or received advice regarding receiving legal advice on specific legal questions from an attorney and did not engage in substantive discussion of any matter not enumerated in C.R.S. § 24-6-402(4). The Board did not adopt any policy, position, resolution, rule, regulation, or take any formal action. The executive session meeting was adjourned at 7:53 pm and we have reconvened in regular session.

6.0 ADJOURNMENT – TIME 7:53 p.m.

There being no further business before the Board of Trustees...

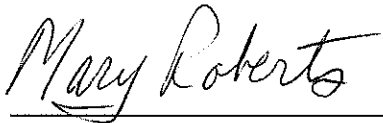
MOTION to adjourn: Secretary/Treasurer Mary Roberts

SECOND: Trustee Teresa Curtis

VOTE: Unanimously approved, 7:0

Upcoming meetings:

June 21st, 2021 5:00 p.m. HPLD Administration Bldg., 2650 W. 29th. St., Greeley, CO 80631



HPLD Board Secretary/Treasurer
Mary Roberts



Recording Secretary
Kim Parker

