



BOARD OF TRUSTEES

Regular Session Minutes

Monday, October 3, 2022

5:00 PM

**HPLD Administration Building
2650 W. 29th St. Greeley, CO 80631**

1.0 OPENING OF MEETING at 5:04p.m.

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

Region 1: Trustee Teresa Curtis (attended virtually)

Region 2: Trustee Gerri Holton

Region 6: Trustee Joyce Smock

At Large Trustee: Jana Caldwell (attended virtually)

Quorum was established.

Legal Counsel William Garcia

Staff: Dr. Matthew Hortt, Kim Parker, Natalie Wertz, Eric Ewing

Guests: 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: Trustee Joyce Smock

SECOND: Secretary/Treasurer Mary Roberts

DISCUSSION: None

VOTE: Unanimously approved, 7:0

1.3 Approval of Consent Agenda

A. September 12, 2022 Special Session Meeting Minutes

MOTION to approve the September 12, 2022 Special Session Meeting Minutes: Vice-Chair Mary Heberlee

SECOND: Trustee Gerri Holton

DISCUSSION: None

VOTE: Unanimously approved, 7:0

- 1.4 The Good We Do
A video of this year's YesFest was shown. There were almost 700 attendees, which matched the attendance in 2019 in the first hour, and it was a great event. Also, the HPLD Friends & Foundation held their Links for Literacy golf tournament. It, too, was a great event. The net proceeds, which came to around \$12,000, will go to the LINC Capital Campaign.
- 1.5 Public Comment
No Public Comment

2.0 ITEMS FOR INFORMATION/ACTION

- 2.1 Preliminary Budget (Information) - Natalie Wertz, Finance Manager
The Budget details can be seen in the Board Packet.
The Board discussed the Capital Budget five-year plan, which includes Grover, Mead, and an expansion of DSS. Also, the budget includes \$10,000,000 in stabilization reserves. Chair Poncelow asked Dr. Hortt to spell out all the future Capital Improvement projects that have been identified.
- MOTION** to approve the proposed budget for 2023 and schedule the final vote for December: Secretary/Treasurer Mary Roberts
SECOND: Trustee Gerri Holton
DISCUSSION: None
VOTE: Unanimously approved, 7:0
- MOTION** to schedule a public hearing for the full approval of the budget for the December 12th Board Meeting: Secretary/Treasurer Mary Roberts
SECOND: Trustee Joyce Smock
DISCUSSION: None
VOTE: Unanimously approved, 7:0
- 2.2 Executive Director Annual Performance Appraisal (Information) – Eric Ewing, HPLD Associate Director of Human Resources
Mr. Ewing presented the timeline and process for Dr. Hortt's performance appraisal. The process will culminate in an Executive Session Board Meeting on December 12th. Chair Poncelow asked Mr. Ewing to build in a Library Confidence Indicator next year and to have the strategic plan a stand-alone question.
For information only. No Board action required.
- 2.3 United Way of Weld County Collective Impact MOU (Action) – Dr. Matthew Hortt, HPLD Executive Director
HPLD and United Way of Weld County have partnered on many projects over the years, and their current collaboration is focused on collective impact and making a better Weld County. The purpose of this amended MOU is to continue the partnership and make changes, such as including verbiage on ADA compliance, stating that this MOU is an agreement with United Way of Weld County, and adjusting the Anti-Terrorism statement.
Legal counsel has approved this version.

MOTION to approve and sign the MOU: Trustee Joyce Smock

SECOND: Trustee Gerri Holton

DISCUSSION: None

VOTE: Unanimously approved, 7:0

3.0 DIRECTORS REPORT

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

A. November 14, 2022 at Glenn A Jones MD Memorial Library

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

There will be a joint meeting with the HPLD and Member Library Directors and their Boards on November 1st.

On September 21st, there were 338 people at Farr’s 20th anniversary celebration. It was a great event that included Alpacas inside the building. There were crafts and a Beauty and the Beast storytime that was done by the Stampede Troupe.

The IGA addendum was recently sent to the Member Libraries.

Erie Community Library is holding their 3rd annual juried kids art show. At the kick-off event, they had a band and photo booth, and there were about 250 people attending. The art will be displayed throughout the library during the month of November.

The District participated in the 4th annual Workforce Development Symposium Conference, which occurred on the same day as the golf tournament so Dr. Hortt was not able to attend. Melissa Beavers and Bethany Lanphere attended in his place.

The Board Trustee interviews are scheduled, with two candidates for Region 2 and seven candidates for Region 4.

Briggsdale Library is holding their annual craft show, which is their fundraising event, on November 12th and the District will be involved. Also, the Briggsdale Historical Society is interested in talking to Dr. Hortt about partnering on historical preservation.

4.0 BOARD COMMENTS

4.1 Chairman’s Report: Chair Poncelow complimented the Board on their engagement and added that they are the best Board he’s ever seen.

4.2 Vice-Chair Mary Heberlee went to Briggsdale Library for the anniversary celebration. She also visited the Seattle Public library when she was there, and she takes back her complaints about the foo-foo at LINC.

4.3 Secretary/ Treasurer Mary Roberts likes hearing updates from other areas. The architects at LINC took their staff to Austin Texas to look at their library, and LINC will have things that Austin’s new library does not have.

4.4 Other Board Members

Trustee Gerri Holton is excited about the Combined Boards tour of LINC to hear their thoughts. She likes the monthly reports that are included in the Board packets and would

like to see the same type of information from the Member Libraries.

Trustee Joyce Smock reported that the Briggsdale Library anniversary was well attended and a nice event. Chair Poncelow added that he's glad we support them. Trustee Smock also reported that Links for Literacy golf tournament was a lot of fun.

Trustee Teresa Curtis said that she enjoyed this meeting because it was great to hear the different areas that [not audible].

Trustee Jana Caldwell gave a shoutout to James Melena and his team for the Farr 20th Anniversary newsletter.

Counselor William Garcia said that as a patron, his fourteen-year-old daughter is interested in the game night that will be held at Farr.

Niamh Mercer said that September was a busy month for the Foundation with successful activities.

5.0 ADJOURNMENT at 7:05

There being no further business before the Board of Trustees,

MOTION to adjourn the meeting: Trustee Joyce Smock

SECOND: Vice-Chair Mary Heberlee

DISCUSSION: None

VOTE: Unanimously approved, 7:0



HPLD Board Secretary/Treasurer

Mary Roberts



Recording Secretary

Kim Parker