



BOARD OF TRUSTEES
Regular and Executive Session MINUTES
Monday, March 20, 2023
HPLD Administration Building
2650 W. 29th St, Greeley, CO 80644
5:00 p.m.

1.0 OPENING OF MEETING AT 4:59PM

1.1 Roll Call and Pledge of Allegiance

All were Present unless noted:

Chair Ken Poncelow

Vice-Chair Mary Heberlee

Trustee Jana Caldwell was excused

Trustee Teresa Curtis attended virtually and arrived at 6:03p.m.

Trustee Gerri Holton

Trustee Nick Nakamura

Trustee Joyce Smock

Quorum was established.

Legal Counsel William Garcia

Staff: Dr. Matthew Hortt, Natalie Wertz, Niamh Mercer

Chair Poncelow read the following statement into record:

High Plains Library District 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: Trustee Gerri Holton

DISCUSSION: None

VOTE: Unanimously approved, 6:0

1.3 Approval of Consent Agenda

a. February 20, 2023 Regular Session Meeting Minutes

b. March 9, 2023 Special Session Meeting Minutes

MOTION to approve the consent agenda: Vice-Chair Mary Heberlee

SECOND: Trustee Nick Nakamura

DISCUSSION: None

VOTE: Unanimously approved, 6:0

- 1.4 The Good We Do (Information) – Dr. Matthew Horts, HPLD Executive Director
District staff participated in Weld County’s Young Adult job fair, which had around 600 attendees. The District participated as a vendor to talk about HPLD job opportunities and took Virtual Reality workforce headsets for people to try. They also took laptop computers for people to use to search for jobs and create resumes, and they were asked to take and set up a printer next year. Dr. Horts recognized Bethany Lanphere, Lynde McCaleb, Erin Shores, and David Turner for their involvement.
- 1.5 Public Comment
Bill Garcia of Greeley, representing the Deerfield Committee, announced that on March 9th he gave a presentation at the Centennial Park Library on the history of Deerfield. He was able to integrate the Colorado Historic Newspapers Collection digitized Greeley Tribune articles about the community. There was discussion about Mr. Garcia’s involvement in the committee and the area’s history, and he discussed future plans for the town.

2.0 ITEMS FOR INFORMATION/ACTION

- 2.1 LINC Opening Information (Information) - Dr. Matthew Horts, HPLD Executive Director

An updated schedule follows:

- Materials will be moved from Lincoln Park Library (LP) to LINC on April 4th and 5th, and then LP will reopen as a Public Computer Center on the 6th.
- The LINC grand opening, a soft opening to test the facility, is set for May 13th.
- Leadership is proposing that a Staff, Friends, and Family Night be held on May 5th. It will be an event to allow staff, friends, and family to be able to experience the facility and will include Member Libraries’ staff.
- On May 11th, HPLD Friends & Foundation will host an evening for donors and volunteers.
- The dates of the events for the Boards and Construction crews have not yet been decided. The combined Boards’ event will be announced at the April 17th Board meeting.
- There will be no events on May 12th to make sure that the building is clean and ready to go for the grand opening on the 13th.

Chair Ken Poncelow spoke about the Book Brigade, which will be held on April 15th.

Information only. No Board action to be taken.

- 2.2 Lincoln Park Library Building Next Steps (Information) - Dr. Matthew Horts, HPLD Executive Director

An appraisal of the Lincoln Park Library has been completed, and Dr. Horts suggested that the details be discussed in a Finance Committee meeting. Because the library will be vacated in May, the suggestion is to put it up for sale at the appraised value. An RFP will go out for a realtor and the recommendation is to pursue the sale and market the property.

Information only. No Board action to be taken.

- 2.3 Grover IGA (Action) - Dr. Matthew Hortt, HPLD Executive Director
The District has worked with the Town of Grover and their legal counsel, and Trustee Joyce Smock met with their Mayor. The IGA now includes verbiage that states that if HPLD should close the library, the District would be able to move the building and improvements, and at the Town's discretion may have to return the site to its original state at HPLD's expense.
MOTION to approve the updated language in the IGA and approve the signing of the document following its acceptance by the Town of Grover Board: Vice-Chair Mary Heberlee
SECOND: Trustee Gerri Holton
DISCUSSION: None
VOTE: Unanimously approved, 6:0
- 2.4 Strategic Plan Update (Information) - Dr. Matthew Hortt, HPLD Executive Director
Elena Rosenfeld has been working on this project since December, and the data collection work is complete. Staff will now be coding the information to put it together in common themes and will then distribute it to HPLD's Excellence Coordinators, who will create future strategies from the information.
Information only. No Board action to be taken.

3.0 DIRECTORS REPORT

- 3.1 Review Draft Agenda – Dr. Matthew Hortt, HPLD Executive Director
a. April 17, 2023 Regular Session

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

Dr. Hortt met with the Town of Mead, and the Town is interested in creating a municipal complex that will include a fire department, police department, and library. He will meet with the Town and fire department to determine how the infrastructure will work.

The Friends of Raymer received additional funding and so are able to move forward with their project at the mercantile. HPLD could possibly provide a PCC and small collection.

The Eaton Public Library has commissioned a sculpture that will sit in front of the building, and it will be unveiled on March 23rd from 4:00 to 6:00p.m. The Friends of the Library made it possible.

Carbon Valley Regional Library's 15th anniversary celebration will be held on March 30th from 3:00 to 7:00.

Erie Community Library's 15th anniversary celebration will be held on April 22nd.

Dr. Hortt will join the Weld County Employment Services team in Maryland and Washington D.C. for a Workforce Development conference and a tour of a Workforce Development Mobile Unit: a bookmobile that focuses on workforce development.

Capital improvements at DSS, specifically replacing the carpet there, are on hold for this year because those funds will be shifted to Centennial Park Library, which needs work done in their parking lot.

4.0 BOARD COMMENTS

- 4.1 Chair Ken Poncelow reported that he met with the Fort Lupton School District and Fort Lupton Public and School Library Board to discuss the future of the existing library space. He was impressed with the discussion and the care for their students, as well as with the School Board Director.
- 4.2 Vice-Chair Mary Heberlee expressed that she is thrilled about moving forward with Grover. She'll be glad when things like the Dearfield presentation will be online and accessible.
- 4.3 Secretary/Treasurer Joyce Smock appreciates the work the Board and staff have put into Grover.
- 4.4 Other Board Members
Trustee Gerri Holton looks forward to looking at the strategic plan and is interested in increasing access to things like internet access in the south part of the county: they have services but still need access.

Trustee Nick Nakamura commended Joyce Smock for her conversations in Grover as well as the work being done in Mead.

Niamh Mercer reported that the Fort Lupton brick walk fundraiser has done well. Staff will email information to the Trustees.

Natalie Wertz informed the Board that the auditors were onsite today and will be in and out all week. Also, the Finance Committee will meet to discuss what to recommend for the Lincoln Park Library building.

5.0 EXECUTIVE SESSION PURSUANT TO C.R.S. § 24-6-402(4)

- 5.1 C.R.S. § 24-6-402(4) (b) Receiving legal advice on specific legal questions from an attorney – CCRD Finding

MOTION to enter Executive Session under C.R.S. § 24-6-402(4) – Pursuant to section 24-6-402(4)(b) of the Colorado Revised Statutes, I move that we enter into executive session for the sole purpose of receiving legal advice on specific legal questions from our attorney – CCRD Conciliation, and then adjourn from Executive Session: Trustee Nick Nakamura

SECOND: Vice Chair Mary Heberlee

DISCUSSION: None

VOTE: Unanimously approved, 6:0

An executive session meeting of the Board of Trustees of the High Plains Library District was convened at 5:55p.m. on March 20, 2023 for the sole purpose of receiving legal advice on specific legal questions from an attorney – CCRD Conciliation, as is authorized by [§ 24-6-402(4)(b)]. Attending were Chair Ken Poncelow; Vice-Chair Mary Heberlee; Secretary/Treasurer Joyce Smock; Trustees Teresa Curtis, Gerri Holton, and Nick Nakamura; Legal Counsel William Garcia; and Dr. Matthew Hortt.

Trustee Teresa Curtis joined the meeting at 6:03p.m.

6.0 CONCLUSION OF EXECUTIVE SESSION AND ADJOURNMENT AT 6:44PM

During the executive session, the Board discussed or received advice regarding CCRD Conciliation, 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 6:44p.m. and the meeting has reconvened in regular session.

There being no further business,

MOTION to adjourn the meeting: Trustee Nick Nakamura

SECOND: Trustee Gerri Holton

DISCUSSION: None

VOTE: Unanimously approved, 7:0

Joyce Smock

HPLD Board Secretary/Treasurer

Joyce Smock

Kim Parker

Recording Secretary

Kim Parker

