



BOARD OF TRUSTEES
Regular Session and Executive Session Minutes
Monday, August 21, 2023
5:00 p.m.
LINC Library Innovation Center
501 8th Avenue, Greeley, CO 80631

1.0 OPENING OF MEETING AT 5:15PM

1.1 Roll Call and Pledge of Allegiance

All were Present unless noted:

Chair Ken Poncelow was excused

Vice-Chair Mary Heberlee

Secretary/Treasurer Joyce Smock

Trustee Jana Caldwell

Trustee Teresa Curtis attended online

Trustee Gerri Holton

Trustee Nick Nakamura

Quorum was established.

Legal Counsel William Garcia

HPLD Staff: Dr. Matthew Hortt, Kim Parker, Marjorie Elwood, Natalie Wertz, Michelle White

Guests: Tony Brewer; Nick Berryman; A. K. Peterson; and Emma Pena-McCleave, Juanita Martinez Rocha, and Yvette Flores from the Mexican American History Project

Vice-Chair Heberlee 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 Gerri Holton

SECOND: Secretary/Treasurer Joyce Smock

DISCUSSION: None

VOTE: 5:0

- 1.3 Approval of Consent Agenda
- a. July 17, 2023 Regular and Executive Sessions Meeting Minutes
 - b. August 1, 2023 Special and Executive Sessions Meeting Minutes
 - MOTION** to approve the consent agenda: Trustee Jana Caldwell
 - SECOND:** Trustee Nick Nakamura
 - DISCUSSION:** None
 - VOTE:** 5:0

- 1.4 The Good We Do
- Emma Pena-McCleave and Juanita Martinez Rocha, committee members of *The Mexican American History Project*, presented a framed certificate of appreciation to HPLD for providing space for both their meetings and the videotaping of oral histories of Mexican Americans. This is a three-year project recording the history and accomplishments of Mexican Americans in Greeley. The stories of forty-four people were captured digitally, and the result will be a book that will come out in September 2024.

- 1.5 Public Comment
- No public comment

2.0 ITEMS FOR INFORMATION/ACTION

- 2.1 Reconsideration Request Follow-up (Action) – Dr. Matthew Hottt, HPLD Executive Director
- The discussion on *Bye Bye, Binary*, a children’s board book, continued from last month. Dr. Hottt presented to the Board the following options for the book’s location: (1) keep the material where it is; (2) move it to the Juvenile Non-Fiction collection, which is for four or five years old to pre-teen, in the gender studies section; (3) move it to Adult Non-Fiction in gender studies; or (4) create a *Challenged Materials* section. In the fourth option, if a book were challenged, the District’s procedure would change from the book going through the review process to it automatically being moved to the *Challenged* collection.

During discussion, Trustees expressed the advantages of keeping the book where it is, moving it to the Juvenile section, and automatically moving it to a Challenged section.

MOTION to accept the recommendation made by staff to leave the book as is: Trustee Gerri Holton
SECOND: Trustee Jana Caldwell
DISCUSSION: None
VOTE: 3:3
The motion did not pass.

Trustee Nick Nakamura said it’s important to look at the second option, because the wording is appropriate for the Juvenile section and he could not see any negatives in putting the material there.

MOTION to move the request back to the reconsideration committee: Trustee Gerri Holton
SECOND:
The motion was not completed.

MOVE to relocate the book to the Juvenile Non-Fiction section: Secretary/Treasurer Joyce Smock

SECOND: Trustee Nick Nakamura

DISCUSSION: None

VOTE: 3:3

The motion did not pass.

MOVE to table the discussion to the next meeting: Trustee Nick Nakamura

SECOND: Secretary/Treasurer Joyce Smock

DISCUSSION: None

VOTE: 5:0

2.2 Reconsideration Subcommittee Assignment (Action) - Dr. Matthew Hорт, HPLD Executive Director

Staff has asked that the Board assign a regular Reconsideration Committee of two Trustees, rather than keep it ad hoc.

MOTION to establish a permanent Reconsideration Committee: Trustee Joyce Smock

SECOND: Trustee Jana Caldwell

DISCUSSION: None

VOTE: 5:0

Trustees Nick Nakamura and Gerri Holton volunteered to serve on the Reconsideration Subcommittee.

MOTION to appoint Trustees Nick Nakamura and Gerri Holton to the Reconsideration Subcommittee: Trustee Joyce Smock

SECOND: Trustee Jana Caldwell

DISCUSSION: None

VOTE: 5:0

2.3 Dacono inclusion into the District (Action) - Dr. Matthew Hорт, HPLD Executive Director

a. MOU between Dacono and the District

b. Resolution 23-2 to include Dacono in the District

In July, Dr. Hорт was approached by City of Dacono representatives because there is interest in their community to become a part of the library district. Staff from HPLD and the City of Dacono created an MOU regarding services if voters adopt the District's Mil Levy. The city approved the MOU and the District's Legal Counsel has reviewed it. If the HPLD Board approves it and a Resolution approving the inclusion of the City into the District, the topic will be added to the ballot for the November 7th, 2023 election. If approved by voters, a more detailed MOU will then be negotiated.

MOTION to approve and sign the MOU with the City of Dacono and approve Resolution 23-2: Secretary/Treasurer Joyce Smock

SECOND: Trustee Nick Nakamura

DISCUSSION: None

VOTE: 5:0

2.4 Wember Task Orders (Action) - Dr. Matthew Hortt, HPLD Executive Director

- a. Mead Library
- b. DSS expansion and archive

Wember Inc is serving as HPLD's Owner's Rep for the Mead Library and DSS Expansion & Archive projects through their on-call contract, and both projects should now transition to formal active projects. Therefore, Wember has submitted task orders. In each case, their Scope of Services include General Project Management, Procurement, Design & Planning, Bidding & Permitting, and Construction Administration with Construction Close-Out & Post Construction. The Owners Rep costs for Mead come to \$269,365.82 and the DSS Expansion costs are \$315,457.71.

The Board discussed the owner rep fees versus the total budget.

MOTION to approve the proposed task order for Mead and direct the Director to sign the task orders: Trustee Nick Nakamura

SECOND: Trustee Gerri Holton

DISCUSSION: None

VOTE: 5:0

MOTION to approve the proposed task order for the DSS Expansion and direct the Director to sign the task orders: Trustee Jana Caldwell

SECOND: Secretary/Treasurer Joyce Smock

DISCUSSION: None

VOTE: 5:0

2.5 Mead final plat proposal (Action) – Dr. Matthew Hortt, HPLD Executive Director

The Town of Mead will sell land to both HPLD and their local fire district. HPLD and Mountain View Fire District will cover the costs of developing the land and have composed a development agreement that spells out that they will split costs 50/50. The first expense is to get a final plat, which will cost each district \$62,500. Dr. Hortt conferred with Legal Counsel, who gave approval to ask the Board to approve of the District sharing the costs 50/50.

In the end, the District would own three acres of land.

MOTION to move forward with the Mead survey and final plat: Secretary/Treasurer Joyce Smock

SECOND: Trustee Jana Caldwell

DISCUSSION: None

VOTE: 5:0

3.0 DIRECTORS REPORT

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

- a. September 18, 2023 RS

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

The new Fort Lupton Library will open on September 1st and there will be a ribbon cutting that evening. They will hold a grand opening celebration on September 9th.

YesFest!, HPLD's Engineering Festival, will be held at LINC on September 16th. Temple Grandin will speak and there will be a variety of activities.

All Staff Day will be held on October 6th at LINC. All Staff and Board Trustees are invited.

At this point, the District has received three applications for the Board Trustee At Large position and one Region 3 application.

4.0 BOARD COMMENTS

- 4.1 Vice-Chair Mary Heberlee is pleased with the expansions into the District: namely Kersey, Grover, Mead, etc.
- 4.2 Secretary/Treasurer Joyce Smock reported that the Briggsdale Library will have to replace their heating system. She thanked HPLD for all they do to help the library. Dr. Hortt added that the District will be a sponsor of the Briggsdale Library craft show: a fundraising event for the library.
- 4.3 Other Board Members
Jana Caldwell said that NPR had a recent article about where people go for help, and libraries were right at the top. The Greeley Tribune also had a recent article about the Briggsdale library and their HPLD computer center, and Matt Hortt was quoted in the article.

Teresa Curtis got an email from Niamh Mercer, and they invited the Board to be part of All-Staff Day. She's excited to join that.

Gerri Holton reported that there have been many great articles about the importance of libraries, and there was another one in the Ft Lupton newspaper. She thanked the HPLD staff and Board, and said, "The job is important!"

Nick Nakamura recognized Alyssa in LINC's Makerspace for her help in that area.

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

- 5.1 C.R.S. § 24-6-402(4) (e) Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators – Lincoln Park Library
- 5.2 C.R.S. § 24-6-402(4) (b) Receiving legal advice on specific legal questions from an attorney. - Programming Policy
- 5.3 C.R.S. § 24-6-402(4) (b) Receiving legal advice on specific legal questions from an attorney. - Network Security

MOTION to enter Executive Session under C.R.S. § 24-6-402(4) – Pursuant to section C.R.S. § 24-6-402(4) (e), determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators – Lincoln Park Library – Pursuant to section C.R.S. § 24-6-402(4) (b) Receiving legal advice on specific legal questions from an attorney. - Programming Policy – Pursuant to section C.R.S. § 24-6-402(4) (b) Receiving legal advice on specific legal questions from an attorney. - Network Security

An executive session of the Board of Trustees of the High Plains Library District convened at 6:44p.m. on August 21, 2023 for the sole purpose of discussing the topics listed above as authorized by C.R.S. § 24-6-402(4). Trustees Mary Heberlee, Joyce Smock, Jana Caldwell, Teresa Curtis, Gerri Holton, and Nick Nakamura; Legal Counsel Bill Garcia; HPLD's Dr. Matthew Hortt and Natalie Wertz; and Nick Berryman were in attendance.

During the executive session the Board discussed or received advice regarding the topics listed above 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 adjourned at 7:58p.m. and the regular session reconvened.

6.0 CONCLUSION OF EXECUTIVE SESSION AND RECONVENING OF REGULAR SESSION AT 7:58PM:

MOTION: Trustee Nick Nakamura
SECOND: Secretary/Treasurer Joyce Smock
DISCUSSION: None
VOTE: 5:0

7.0 ITEMS FOR INFORMATION/ACTION, CONTINUED

MOTION to accept the purchase offer contract for the Lincoln Park building as received:
Trustee Nick Nakamura
SECOND: Trustee Gerri Holton
DISCUSSION: None
VOTE: 5:0

8.0 ADJOURNMENT AT 8:00P.M.:

There being no further business,

MOTION to adjourn the meeting: Secretary/Treasurer Joyce Smock
SECOND: Trustee Gerri Holton
DISCUSSION: None
VOTE: 5:0

Joyce Smock

HPLD Board Secretary/Treasurer
Joyce Smock

Kim Parker

Recording Secretary
Kim Parker