



BOARD OF TRUSTEES
Regular Session Minutes
Monday, September 18, 2023
5:00 p.m.
Fort Lupton Public and School Library
370 S. Rollie Avenue, Fort Lupton, CO 80621

1.0 OPENING OF MEETING AT 5:02PM

1.1 Roll Call and Pledge of Allegiance

All were Present unless noted:

Chair Ken Poncelow
Vice-Chair Mary Heberlee was excused
Secretary/Treasurer Joyce Smock
Trustee Jana Caldwell
Trustee Teresa Curtis
Trustee Gerri Holton
Trustee Nick Nakamura

Quorum was established.

Legal Counsel William Garcia

HPLD Staff: Dr. Matthew Hortt, Kim Parker, Elena Rosenfeld, Rick Medrano, Natalie Wertz, Marjorie Elwood

Thomas Samblanet, Fort Lupton Public and School Library's Director

Guests: Tony Brewer. Also, the following children came into the meeting to lead the pledge of allegiance and then left: Caden, Diana, Jackson, Jameson, Jaxton, Sofia, Viviana, Zachary

Chair Ken 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 Gerri Holton

SECOND: Secretary/Treasurer Joyce Smock

DISCUSSION: None

VOTE: 5:0

1.3 Approval of Consent Agenda

a. August 21, 2023 Regular Session Meeting Minutes

MOTION to approve the consent agenda: Secretary/Treasurer Joyce Smock

SECOND: Trustee Gerri Holton

DISCUSSION: None

VOTE: 5:0

1.4 The Good We Do

Dr Hortt reported that two Outreach Librarians were recognized by the *Association of Bookmobile and Outreach Services*. Sandra Kelly received the Outstanding Senior Services award for providing exceptional service to seniors, and Hannah Pratt received the Bernard Vavrek Scholarship for her work with the Immigrant and Refugee Center and patrons in re-entry and those experiencing homelessness.

HPLD held their second annual *Yes!Fest* Science and Engineering festival at LINC on September 16th. It drew almost 1,700 participants, which was twice the attendance as last year. Temple Grandin was the keynote speaker.

Public Comment

No public comment

2.0 ITEMS FOR INFORMATION/ACTION

2.1 Reconsideration Request Follow-up (Action) – Dr. Matthew Hortt, HPLD Executive Director

The discussion on *Bye Bye, Binary*, a children's board book, continued from the last two months. Staff recommends that the book be kept in the collection where it now stands. The options are to do that; relocate it to the Juvenile Non-Fiction section under gender identity; move it to the Adult Non-Fiction section under gender identity; or create a Challenge Collection, which would be a specific section in the collection. The Challenge collection would alleviate this type of discussion in the future, because any challenged book would automatically be moved there.

Comments by the Trustees included Build a Challenged collection; Be sure not to ban books; Leave the book where it is; Move it to the Juvenile Non-Fiction because of the language; Don't create a Challenged collection; Table the discussion to next month to ensure full participation by the Board; Have the Governance Committee research it and make a recommendation to the Board; Don't move a book unless there is solid criteria for doing so; Readdress whatever decision is made in six months. Trustee Teresa Curtis quoted an article from the American Library Association that pointed out that in 2022 there were almost twice as many requests to ban books as there were in 2021. She added that the trend will surely continue.

After extensive discussion, Dr. Hortt shared that there are libraries who have a Parenting Collection that is housed in the children's section. That option would leave the book in the children's section, but would take it out of the children's bins and put it on a shelf with other books on parenting.

MOTION to send the issue to the Challenge Committee: Trustee Gerri Holton

SECOND: Trustee Jana Caldwell

DISCUSSION: None

VOTE: 2:3

The vote did not pass.

MOTION to create a new Parenting Section and put all parenting-related materials along with this book in there, then have the subcommittee revisit it in March and present their findings to the Board: Trustee Nick Nakamura

SECOND: Secretary/Treasurer Joyce Smock

DISCUSSION: None

VOTE: 4:1

The vote passed.

2.2 Building a Better Organization (BBO) Update (Information) - Dr. Matthew Hortt, HPLD Executive Director

Staff have been working with Rocky Mountain Performance Excellence (RMPEX) and received the first level of recognition 1.5 to 2 years ago. The District has now achieved the second level. Rather than applying for the next level, they plan on focusing on ensuring that everything the leadership is doing is being deployed throughout the entire organization. They will do so by communicating what they are doing and why they are doing so. They will also update their Values Statements and will take recommendations to the Board. The Board will also see a change in the Board Communications, which will have more information and data. Furthermore, they will focus on this at next year's All Staff Day.

Information only. No action required.

2.3 Strategic Plan Update (Information) - Dr. Matthew Hortt, HPLD Executive Director, and Elena Rosenfeld, HPLD Community Engagement and Strategies Manager

Elena Rosenfeld presented an update on the organization's Strategic Plan and pointed out that priorities are being organized by *Gather*, *Get*, and *Grow*.

Gather represents the library spaces where people gather, and will be huge in 2024 with all the construction that will be going on. It will be a huge draw on staff time and resources.

Get is about connecting people with the materials and help they need, and much of the operational work falls into this category.

Grow is the life skills pipeline, which will develop programs that focus on personal success and workforce development, and it is a big priority. This area will also focus on building better internal alignment and the Baldrige Award.

In summary, the priorities will be construction, internal alignment, and the life skills pipeline. Elena added that staff will be constantly assessing the plan, and she will keep the Board informed on what's going on. Dr. Hortt added that the District has way too many focus areas and was spreading staff way too thin.

Information only. No action required.

- 2.4 Wember Task Order for Hudson Public Library New Location Project (Action) - Dr. Matthew Horts, HPLD Executive Director

The Inter-Governmental Agreements (IGAs) with the Member Libraries states that the District will reimburse Owners Rep costs for Members. Hudson Public Library plans to possibly build in Keenesburg or Lochbuie in 2024, and has requested that the Board approve Wember Inc's Task Order and reimburse the cost of their services per the guidelines.

MOTION to fund \$99,000 to Hudson Public Library for the first project they initiate:

Trustee Nick Nakamura

SECOND: Trustee Gerri Holton

DISCUSSION: None

VOTE: 5:0

- 2.5 Programming Policy Revision (Action) – Dr. Matthew Horts, HPLD Executive Director

Dr. Horts reported that the HPLD Programming Policy was revised on November 15th, 2021 and it included significant changes. Following the change, some concern was expressed, and staff reached out to the American Library Association Office of Intellectual Freedom, who gave feedback. It was planned to be incorporated during the next review policy; however, under legal counsel HPLD made the decision not to change the policy until after the possibility of legal action passed. The legal issue has been resolved and Legal Counsel has made the suggested additions to the policy. The additional language can be found in the [Board packet](#). Legal Counsel Bill Garcia added that these follow the HPLD policies and way they have been followed.

Trustee Gerri Holton suggested that under the heading *Controversy*, the third bullet can be taken out because it is addressed in the second bullet and invites controversy. Trustee Jana Caldwell added that that statement is the most controversial part of the policy and can continue to be a problem. She also recommended that the Harwood Model be defined.

Dr. Horts and Legal Counsel Garcia agreed to delete the bullet as suggested, and they stressed that the language that was proposed is important to keep as is. Therefore, no other changes will be made.

MOVE to accept the additions as presented and add a link to the Harwood Model:

Trustee Nick Nakamura

SECOND: Secretary/Treasurer Joyce Smock

DISCUSSION: Dr. Horts recommended referring any changes to the Governance Committee.

VOTE: 4:1

MOVE to refer the Controversial sentence to the Governance Committee for review and report back at the October meeting: Trustee Nick Nakamura

SECOND: Trustee Gerri Holton

DISCUSSION: None

VOTE: 5:0

3.0 DIRECTORS REPORT

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

- a. October 9, 2023 RS

Dr. Horts went over the proposed Agenda, which is focused primarily on the 2024 Budget and the procedure for his annual performance review.

Trustee Nick Nakamura suggested adding the recommendation to the Controversial policy to the action items.

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

Gerri asked what the increase of 64% in Specialty Checkout for Member Libraries was due to. Dr. Horts will follow up with the answer.

HPLD will provide laptops for presenters at the 2023 Regional Workforce Symposium that will be held at Aims Community College for both Larimer and Weld Counties' workforce groups.

Staff will start to circulate and discuss IGAs to the Members.

He reported that the District has received one Board application for Region 3 and eight applications for the At Large position.

Construction updates:

He gave an update on the Centennial Park Library construction. They are closed at this point.

Staff are working with the Town of Mead and the Mountain View Fire Rescue on a formal development agreement.

They are moving forward with the Grover project on the entitlement process.

For the Lincoln Park property, the buyer is working with the City of Greeley to resolve the parking contingency that was in the contract.

Chair Poncelow is sitting on the DSS construction project, and he would like to stay on as former Trustee Mary Roberts did. Also, the Board will need to make new assignments in the November meeting.

4.0 BOARD COMMENTS

4.1 Chair Ken Poncelow invited the Board to HPLD's All Staff Day on October 6th.

4.2 Secretary/Treasurer Joyce Smock said it was a pleasure to come down for Fort Lupton's grand opening day. She also commended the staff for being so forward-thinking on Baldrige.

4.3 Other Board Members

Jana Caldwell said that the sound was great for this meeting. She attended the open house for the Fort Lupton Public and School Library and was impressed with the efforts to join in with the City's Trappers Days festival. Congratulations on the new library!

Teresa Curtis told that she received a text of photos of her grandchildren at a bilingual storytime at the Fort Lupton Public and School Library. They live close to the Carbon Valley Regional Library but are enjoying going to Fort Lupton's. She also gave a shoutout to Kim Parker for her efforts and communication.

Gerri Holton introduced Thomas Samblanet, Fort Lupton Public and School Library's Director, and thanked him for being a great asset and working wonders in programming and the new library. She also thanked Elena Rosenfeld for her work on the Strategic Plan.

Nick Nakamura gave kudos to the *Yes!Fest* staff and to Ft. Lupton staff for the grand opening and the library. He also asked about the bus stop in front of LINC. Dr. Hortt replied that since 8th Avenue is a state highway, they are working on converting that portion to be able to be able to put the bus stop in.

Chair Poncelow thanked Thomas Samblanet for hosting.

8.0 ADJOURNMENT AT 6:53 P.M.:

There being no further business,

MOTION to adjourn the meeting: Secretary/Treasurer Joyce Smock

SECOND: Trustee Nick Nakamura

DISCUSSION: None

VOTE: 5:0

Joyce Smock

HPLD Board Secretary/Treasurer
Joyce Smock

Kim Parker

Recording Secretary
Kim Parker