



BOARD OF TRUSTEES
Regular and Executive Sessions Minutes
Monday, February 17, 2025
5:00 p.m.
LINC Library Innovation Center
501 8th Avenue, Greeley, CO 80631

1.0 OPENING OF MEETING AT 5:00PM

1.1 Roll Call and Pledge of Allegiance

All Trustees were Present unless noted:

Chair Nick Nakamura

Vice-Chair Joyce Smock

Secretary/Treasurer Deana Lemos-Garcia

Trustee Jenna Evans

Trustee Gerri Holton attended virtually

Trustee Michael Wailes arrived at 5:10pm

Trustee Lisa Taylor was excused

Quorum was established.

Also Attending were:

HPLD Staff: Dr. Matthew Horts, James Melena, Mallory Pillard, Rebecca Libersat, Rick Medrano, and Kim Parker

Legal Counsel William Garcia

Chair Nakamura 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: Vice-Chair Joyce Smock

SECOND: Secretary/Treasurer Deana Lemos-Garcia

DISCUSSION: None

VOTE: 4:0

1.3 Approval of Consent Agenda

a. January 13, 2025 Regular Session Meeting Minutes

MOTION to approve the consent agenda: Vice-Chair Joyce Smock

SECOND: Trustee Jenna Evans

DISCUSSION: None

VOTE: 4:0

1.4 The Good We Do

Dr. Hortt shared that The Weld Trust approved a flagship grant submission to build a workforce development mobile unit for a joint project between Employment Services of Weld County and the District. The grant, which will provide \$830,000 for the project, was written and applied for by the HPLD Friends & Foundation. The dollars will make it possible for Employment Services and HPLD to take workforce development services all across the District's service area. They are also discussing caravanning with the Weld Food Bank to take the vehicle to their food stops. Dr. Hortt added that he cannot thank the Weld Trust enough for their consideration and support, including helping the Foundation adjust the submission to better match what was needed for the grant. To date, it is the largest grant amount HPLD has ever received.

1.5 Public Comment

No public comment

2.0 ITEMS FOR INFORMATION/ACTION

2.1 Board Training (Information) - Dr. Matthew Hortt, HPLD Executive Director

Legal Counsel Bill Garcia presented training on Trustees' responsibilities and duties as stewards of the public dollars.

For Information Only – No action is needed

Trustee Michael Wailes arrived at 5:10p.m.

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

As part of HPLD's strategic plan, the District has chosen to pursue excellence through adopting the Malcolm Baldrige Framework. HPLD is calling the initiative *Building a Better Organization* (BBO), and it will be the focus of the upcoming All Staff Day in order to expand the framework and continuous improvement to the full organization.

For Information only – No action is needed

2.3 Construction Updates (Information) - Dr. Matthew Hortt, HPLD Executive Director

Dr. Hortt updated the Board on the four active construction projects:

- DSS Archive and Expansion: construction is expected to start on March 21st for both the new space behind the current building and the remodel of the existing space.
- Carbon Valley Regional Library remodel construction started today, Feb. 28th, and will take longer than had originally been planned. Staff will know more in the near future.
- Farr Regional Library remodel is expected to be completed on February 25th.

Chair Nick Nakamura recused himself at 6:02pm for the Mead Library discussion because of being a possible supplier to the project.

- Mead Library construction had planned to start in April, but that has been delayed.

Chair Nick Nakamura returned to the meeting at 6:04pm.

For Information Only – No action is needed

2.4 Policy Update (Action) - Dr. Matthew Hortt, HPLD Executive Director

a. Open Records Policy

The proposed changes cleaned up language in the policy, and no major changes were made.

MOTION to approve the Open Records Policy as presented: Trustee Michael Wailes
SECOND: Secretary/Treasurer Deana Lemos-Garcia
DISCUSSION: None
VOTE: 5:0

3.0 DIRECTORS REPORT

- 3.1 Review Draft Agenda – Dr. Matthew Horts, HPLD Executive Director
a. March 17, 2025 RS

- 3.2 District Updates – Dr. Matthew Horts, HPLD Executive Director
James Melena, HPLD’s Community Relations & Marketing Manager, shared that on April 11th from 5:30 to 8:30p.m., the District will hold *ReadCon*, a celebration of books, creativity, and storytelling. There will be book readings and signings, Q&A sessions, and networking. Some of the authors who will present are Dan Jorgensen, Erika Krouse, and co-authors Paloma Barraza and Jane Thompson.

The District’s *All Staff Day* will be held on February 28th, and branch libraries will be closed to allow all employees to attend the event.

Bills that have been introduced in the Colorado Legislature and could affect libraries are: SB 2563, aimed at protecting school libraries’ collections and staff; HB 251158, which oversees digital education materials; and HB 251231, which protects minors from sexual or pornographic content.

4.0 BOARD COMMENTS

- 4.1 Chair Nakamura visited Farr Regional Library after they reopened from the remodel. Good job!
- 4.2 Vice-Chair Smock thanked Bill, Mallory, and James for their presentations, information, and books.
- 4.3 Secretary/Treasurer Lemos-Garcia also thanked Bill and James for their information and books.
- 4.4 Other Board Members
- Trustee Evans, too, thanked Bill and James, and gave a shoutout to the Erie Library Chess Club for 3rd through 5th grades.
 - Trustee Holton thanked everyone for the flowers and expressions of sympathy. She’s excited for ReadCon and All Staff Day, and plans to attend both.
 - Trustee Wailes recognized Bill and thanked James for the books, and reported that there was a Friends & Foundation meeting recently.

5.0 RECESS FOR TRUSTEES’ PHOTOS from 6:24 to 6:45pm.

6.0 EXECUTIVE SESSION

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

5.3 C.R.S. § 24-6-402(4) (b) Receiving legal advice on specific legal questions from an attorney – Executive Orders

MOTION to enter Executive Session pursuant to section C.R.S. § 24-6-402(4) (b), Receiving legal advice on specific legal questions from an attorney – Granado Claim, Lochbuie Claim, and Executive Orders: Secretary/Treasurer Deana Lemos-Garcia

SECOND: Trustee Jenna Evans

DISCUSSION: None

VOTE: 5:0

At 6:45pm on February 17, 2025, an executive session meeting of the Board of Trustees of the High Plains Library District was convened for the sole purpose of receiving legal advice on specific legal questions from an attorney – Granado Claim, Lochbuie Claim, and Executive Orders. Attending were Chair Nick Nakamura, Vice-Chair Joyce Smock, Secretary/Treasurer Deana Lemos-Garcia, Trustee Jenna Evans, Trustee Gerri Holton, Trustee Michael Wailes, Trustee Lisa Taylor, Dr. Matthew Hortt, and Legal Counsel William Garcia.

During the executive session, the Board discussed or received advice regarding the Granado Claim, Lochbuie Claim, and Executive Orders, 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 8:06pm, and reconvened in regular session.

7.0 RECONVENING OF REGULAR SESSION AT 8:06PM

All Trustees were Present unless noted:

Chair Nick Nakamura

Vice-Chair Joyce Smock

Secretary/Treasurer Deana Lemos-Garcia

Trustee Jenna Evans

Trustee Gerri Holton was excused

Trustee Michael Wailes

Trustee Lisa Taylor was excused

Quorum was established.

Also Attending were:

HPLD Staff: Dr. Matthew Hortt and Kim Parker

Legal Counsel William Garcia

8.0 ADJOURNMENT AT 8:06PM:

There being no further business,

MOTION to adjourn the meeting: Vice-Chair Joyce Smock

SECOND: Secretary/Treasurer Deana Lemos-Garcia

DISCUSSION: None

VOTE: 4:0

Upcoming meeting: HPLD Board of Directors Meeting - Regular Session

March 17, 2025, 5:00p.m., LINC Library Innovation Center, 501 8th Avenue, Greeley, CO 80631

Deana Lemos-Garcia

HPLD Board Secretary/Treasurer
Deana Lemos-Garcia

Kim Parker

Recording Secretary
Kim Parker