



BOARD OF TRUSTEES

Regular Session Agenda

Monday, May 18, 2026

5:00 p.m.

**LINC Library Innovation Center
501 8th Avenue, Greeley, CO 80631**

This is also streamed virtually by GoToMeeting.

The meeting can be viewed from your computer, tablet, or smartphone.

<https://www.mylibrary.us/hpldboardmeetings>. To view the Board meeting online, use this link and select the date of the meeting you want to join. If you have public comments, you may submit questions at the time of signing up for the meeting. All participants will be muted.

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/399313765>

If you wish to address the Board via Public Comment, please attend the meeting in person. If you are unable to attend in person, you can submit public comments to the Board prior to the Board meeting via Formstack: https://hpld.formstack.com/forms/board_questions

The High Plains Library District Board may take action on any of the following agenda items as presented or modified prior to or during the meeting, and items necessary or convenient to effectuate the agenda items.

1.0 OPENING OF MEETING

- 1.1 Roll Call and Pledge of Allegiance
- 1.2 Approval of Agenda
- 1.3 Approval of Consent Agenda
 - a. April 20, 2026 Regular and Executive Sessions Meeting Minutes
- 1.4 The Good We Do
- 1.5 Public Comment

2.0 ITEMS FOR INFORMATION/ACTION

- 2.1 Salary Survey (Information) - Dr. Matthew Hottt, HPLD Executive Director & Eric Ewing, Associate Director of Human Resources
- 2.2 Executive Director Performance Review/Salary (Action) - Eric Ewing, Associate Director of Human Resources

- 2.3 Proposed Member IGA Additional Language (Action) - Dr. Matthew Hортt, HPLD Executive Director
- 2.4 Data Dashboard (Information) - Dr. Matthew Hортt, HPLD Executive Director
- 2.5 IMLS Funding Update (Information) - Dr. Matthew Hортt, HPLD Executive Director
- 2.6 Strategic Plan Updates (Information) - Dr. Matthew Hортt, HPLD Executive Director
 - a. Construction Updates
 - b. Workforce Development
 - c. Literacy

3.0 DIRECTORS REPORT

- 3.1 Review Draft Agenda – Dr. Matthew Hортt, HPLD Executive Director
 - a. June 15, 2026 RS
- 3.2 District Updates – Dr. Matthew Hортt, HPLD Executive Director

4.0 BOARD COMMENTS

- 4.1 Chair Report
- 4.2 Vice-Chair
- 4.3 Secretary/Treasurer
- 4.4 Committees
- 4.5 Other Board Members

5.0 ADJOURNMENT

Upcoming meetings:

June 15, 2026 at 5:00p.m.: HPLD Board of Directors Meeting - Regular Session
Erie Community Library, 400 Powers St, Erie, CO 80516



BOARD OF TRUSTEES
Regular and Executive Sessions Minutes
Monday, April 20, 2026
5:00 p.m.
Farr Regional Library
1939 61st Avenue, Greeley, CO 80634

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 was excused
Vice-Chair Michael Wailes
Secretary/Treasurer Deana Lemos-Garcia
Trustee Jenna Evans
Trustee Gerri Holton
Trustee Lisa Taylor
Trustee Patty Bodwell

Quorum was established.

Also Attending were:

Legal Counsel Bill Garcia
HPLD Staff: Rita Kadavy, Kristen Bodine, Erin Neufeld, Eric Ewing, Marjorie Elwood,
Natalie Wertz, Niamh Mercer, Rick Medrano, Dt. Matthew Hortt and Kim Parker
Guests: Steve Miller and Quentin Rockwell

Vice-Chair Wailes read the following statements 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.

At HPLD, we ASPIRE to help build community and be a valued community resource.

1.2 Approval of Agenda

MOTION to approve the agenda: Trustee Gerri Holton

SECOND: Trustee Lisa Taylor

DISCUSSION: None

VOTE: 5:0

1.3 Approval of Consent Agenda

March 16, 2026 Regular and Executive Sessions Meeting Minutes

MOTION to approve the consent agenda: Trustee Jenna Evans

SECOND: Secretary/Treasurer Deana Lemos-Garcia

DISCUSSION: None

VOTE: 5:0

1.4 The Good We Do

Dr. Hortt reported that this is a celebratory year for HPLD. Eighty-five years ago, in 1941, Weld County started bookmobile services, and the first stop was in Grover. It was the first mobile unit in the state and started a legacy that has carried on to this time. Another reason to celebrate is that forty years ago, in 1986, the District was formed. Dr. Hortt thanked Cindy Welsh, HPLD's Archives Librarian, for her work in researching and providing the information.

The District is also getting ready to roll out a new service and will be the first in the world to do so, by partnering with Photomyne to digitize photos and negatives. Patrons will be able take a page of photos and individually digitize each one.

1.5 Public Comment

No public comment

2.0 ITEMS FOR INFORMATION/ACTION

2.1 Farr Regional Library & Mead Library Manager Introductions (Information) – Dr. Matthew Hortt, HPLD Executive Director

HPLD recently hired two new Library Managers: Erin Neufeld for the Farr Regional Library, and Kristen Bodine for the Mead Library. The Board got to learn a little about each of them as they introduced themselves.

The Trustees congratulated the Managers and welcomed them to their new roles.

For Information Only. No Action Needed.

2.2 Trustee Resignation and Recruitment (Action) - Dr. Matthew Hortt, HPLD Executive Director

Trustee Nakamura resigned his position on the board, and so staff will start recruitment procedures to fill the Region 4 (Greeley, Evans, Garden City) vacancy for the remainder of the term, which ends on December 31, 2026. The chosen candidate will also be able to apply for the second term, which will run from January 1, 2027 through December 31, 2030.

The recruitment process will include posting Notices in newspapers, online, and in the libraries, and sending letters to the Establishing Bodies and previous interviewees.

MOTION to approve the release of recruitment materials: Trustee Gerri Holton

SECOND: Secretary/Treasurer Deana Lemos-Garcia

DISCUSSION: None

VOTE: 5:0

2.3 Election of Board Officer(s) (Action) - Dr. Matthew Hortt, HPLD Executive Director

After talking with the Trustees following Trustee Nakamura's resignation, staff propose the following slate of officers.

Chair: Michael Wailes

Vice-Chair: Deana Lemos-Garcia

Secretary/Treasurer: Lisa Taylor

MOTION to approve the proposed slate of officers: Trustee Jenna Evans

SECOND: Trustee Patty Bodwell

DISCUSSION: None

VOTE: 5:0

2.4 Selection of Board Committees (Action) – Dr. Matthew Hortt, HPLD Executive Director
Following discussion with the Board, the following board committees were suggested.

- a. Executive Committee
 - Chair Michael Wailes
 - Vice-Chair Deana Lemos-Garcia
- b. Finance
 - Secretary/Treasurer Lisa Taylor
 - Trustee Jenna Evans
- c. Foundation
 - Chair Michael Wailes
 - Secretary/Treasurer Lisa Taylor
- d. Governance
 - Vice-Chair Deana Lemos-Garcia
 - Trustee Gerri Holton
- e. Materials Reconsideration
 - Trustee Gerri Holton
 - Trustee Jenna Evans
- f. Construction Projects
 - I. DSS Library and Archive
 -
 - II. Mead
 - Chair Michael Wailes

MOTION to approve the Committee Assignments: Secretary/Treasurer Lisa Taylor

SECOND: Vice-Chair Deana Lemos-Garcia

DISCUSSION: None

VOTE: 5:0

2.5 PLAR Update (Information) - Dr. Matthew Hortt, HPLD Executive Director

The District is required to compile information for the Public Library Annual Report and submit it to the Colorado State Library each year in March. The State then puts the information into the larger Federal Institute of Museum and Library Services (IMLS) report. The result is that the information is used to determine state funding and grants.

Some highlights of this year's results of 2025 data points compared to 2024's data include a huge jump in Wi-Fi Sessions, a 14% decrease in physical materials and 13% increase in e-materials being checked out, a 45% increase in programs' attendance, and a very large jump in Outreach exposure and engagement.

The comparison of 2024 and 2025 data points that were presented to the Board can be seen in the [Board Packet](#).

After discussion with the Board, Dr. Hortt said he will go back and look at the 2023 circulation numbers and report his findings next month.

For Information Only. No Action Needed.

2.6 Policy Updates (Action) – Dr. Matthew Hortt, HPLD Executive Director

- a. Finance Policy
 - Last November, the Board directed staff to add URA/TIF guidelines to the Finance Policy, and so it was included. After further review, no other changes were made.
- b. Public Statement Policy
 - Marjorie Elwood reported that this policy was reviewed, and no changes were made.

- c. Proctoring Policy
“Exam” was added to the title, making it the Exam Proctoring Policy, and staff clarified that it is subject to staff availability. Also, procedural information was taken from the policy and moved to the Procedures Manual.
MOTION to approve the policy updates: Trustee Gerri Holton
SECOND: Secretary/Treasurer Lisa Taylor
DISCUSSION: None
VOTE: 5:0

2.7 Strategic Plan Updates (Information) - Dr. Matthew Hortt, HPLD Executive Director

- a. Construction Updates

- DSS

- Punch walks have begun, and staff anticipate receiving temporary occupancy on May 1st. The tentative date for the grand opening is June 27th.

- Mead

- Drywall was scheduled to start this week, but was postponed due to some issues.

- The curb and gutter work have started, along with framing for the children’s area feature wall. The anticipated completion date is planned for August of this year.

- b. Workforce Development

- Interviews for vehicle staff have begun. The first test stop with the Weld County Food Bank and County Health Department had 112 interactions and 55 surveys completed, with many of them being in Spanish. A lot of great information was gleaned.

- In response to questions and discussion, Dr. Hortt reported that the vehicle will be regularly scheduled and will go to rural areas and those needing these services.

- Also, staff are updating HPLD’s MOU with the County.

- IRC NOCO has started referring people to the Riverside Library for workforce-focused *Book A Librarian* appointments.

- c. Literacy

- Readcon is this Friday, April 24th, from 5:30 to 8:30pm, at LINC. Three local authors will be featured.

- Staff are gearing up for this year’s Summer Reading Adventure.

- Preparations continue for the upcoming Signature Author event, featuring Danny Trejo, that will be held on August 15th.

For Information Only. No Action Needed.

3.0 DIRECTOR’S REPORT

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

- a. May 18, 2026

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

- The Raymer Mercantile project with HPLD’s Public Computer Center will hold their grand opening on April 25th, 9:00am to 2:00pm, at 199 Center Street, Raymer.

- Milliken Library’s grand opening will be held on May 9th from 9:00am to noon.

The 13th annual Naturalization Ceremony will take place on June 29th, 9:00 to 11:00am, at Centennial Village.

Based on direction received and requests from the member libraries, staff are working with the members to get their input on district standards. They are doing so through a Strategic Planning questionnaire that branch and member staff are completing. The members expressed their gratitude to the board for their direction to include them.

Carnival in the Stacks will be the HPLD Friends & Foundation new fundraiser, replacing the Innovation Luncheon to allow participation by the larger community. There will be two events in August: the first at LINC, and the second at Erie. LINC's event will be an 18+ mini-golf experience, and the construction partnership sector are building the mini-golf holes. There will also be analog and digital games for the participants to play.

The Erie event will be a family-friendly evening that will also include mini-golf and analog carnival games. The plan is to offer families a low-key way to enjoy the library after hours. More information to come next month.

4.0 BOARD COMMENTS

4.1 Chair Wailes thanked everyone for attending the meeting in person. He also thanked the team for all their hard work, and he's looking forward to all the grand openings and events coming up.

4.2 Vice-Chair Lemos-Garcia thanked Dr. Hortt for his The Good We Do report. She welcomed Erin Neufeld and Kristen Bodine, and thanked Marjorie Elwood for the policies' updates.

4.3 Secretary/Treasurer Taylor gave a shoutout to the HPLD front-line staff who are serving the patrons. She loved hearing about the bookmobile 85 years ago and seeing that Weld County has a history of innovation and access. And lastly, she gave a shoutout on the PLAR.

4.4 Other Board Members

Trustee Evans thanked Erin Neufeld for hosting, and she congratulated her and Kristen on their new roles. She's looking forward to Readcon and other events.

Trustee Holton would like to see more early marketing for the Signature Author event. She announced a Chihuahua beauty contest that the Fort Lupton Public and School Library is holding on May 1st for Cinco de Mayo. She also asked if they should be concerned about IMLS funding. Dr. Hortt replied that he will give a report at the next meeting.

Trustee Bodwell is excited about all the events coming up, especially New Raymer. She thinks it's great for the rural areas to have HPLD outreach and support, and she's excited about the workforce mobile unit.

5.0 ADJOURNMENT OF REGULAR SESSION AT 6:10PM AND CONVENING OF EXECUTIVE SESSION AT 6:25PM

5.1 C.R.S. § 24-6-402(4)(f) Personnel Matters– Dr. Hortt’s Performance Appraisal

MOTION to adjourn from Regular Session and enter into Executive Session under C.R.S. § 24-6-402(4) – Pursuant to section C.R.S. § 24-6-402(4)(f), Personnel Matters – Dr. Hortt’s performance appraisal: Chair Michael Wailes

SECOND: Secretary/Treasurer: Lisa Taylor

DISCUSSION: None

VOTE: 5:0

An executive session meeting of the Board of Trustees of the High Plains Library District was convened at 6:25pm on April 20, 2026, for the sole purpose of discussing Dr. Matthew Hortt’s Performance Appraisal. Attending were Chair Michael Wailes, Vice-Chair Deana Lemos-Garcia, Secretary/Treasurer Lisa Taylor, Trustee Jenna Evans, Trustee Gerri Holton, Trustee Patty Bodwell, Legal Counsel Bill Garcia, Dr Matthew Hortt, Eric Ewing and Natalie Wertz. During the Executive Session, the Board did not engage in substantive discussion of any matter not enumerated in C.R.S. § 24-6-402(4)(f). The Board did not adopt any policy, position, resolution, rule, regulation, or take any formal action. The executive session meeting was adjourned at 7:10pm.

6.0 RECONVENING AND ADJOURNMENT OF REGULAR SESSION AT 7:12PM.

Upcoming meetings:

May 18, 2026 at 5:00p.m.: HPLD Board of Directors Meeting - Regular Session

LINC Library Innovation Center, 501 8th Avenue, Greeley, CO 80631

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: May 18, 2026
Type of item: Information
Subject: Salary Survey
Presented by: Dr. Matthew Hortt, Executive Director & Eric Ewing, Associate Director of Human Resources
Recommendation: Information Only, no action to be taken

Background

In order to stay competitive in salary and benefits, the District regularly engages a salary consultant to evaluate the pay grades and their comparison to market rates. These evaluations have been conducted biannually. The most recent surveys were conducted in 2022 & 2024. HPLD engaged Public Sector Personnel Consultants to conduct the salary survey in 2026.

Considerations

- Staff expected that inflation could have a large impact on the results of the salary survey
- All Staff positions are affected by the salary survey
- The salary survey is developed by comparing the positions and duties with that of comparative market data and positions in our area
- The overall average change is 7.31%. increase
- Individual position rate changes vary
- The 7.31% increase was within the approved budgeted salary increase for the year
- The salary increase was implemented on April 12th, 2026

Recommendation

Information Only, no action to be taken

GRADE	JOB TITLE	Per	MINIMUM	MIDPOINT	MAXIMUM
35	Bibliographic Services Clerk	Hour	\$17.05	\$20.06	\$23.06
	Specialty Check-Out Clerk				
	Library Page	Year	\$35,458.41	\$41,716	\$47,973.14
37	Custodian	Hour	\$17.91	\$21.07	\$24.23
	Materials Assistant	Year	\$37,253.49	\$43,828	\$50,401.78
40	Acquisitions Assistant	Hour	\$19.29	\$22.69	\$26.09
	ILL Library Assistant	Year	\$40,117.93	\$47,198	\$54,277.20
48	Library Associate	Hour	\$23.50	\$27.65	\$31.79
	Library Associate-Events & Experiences				
	Library Associate-Mobile	Year	\$48,879.81	\$57,506	\$66,131.50
	Library Associate - Virtual Marketing Technician				
49	Exhibits Specialist	Hour	\$24.09	\$28.34	\$32.59
	Facilities Technician				
	Innovation Technician	Year	\$50,101.80	\$58,943	\$67,784.79
52	Accounting Technician	Hour	\$25.94	\$30.52	\$35.09
	Collection Resources Coordinator				
	Development Associate				
	District Materials Supervisor	Year	\$53,954.16	\$63,475	\$72,996.80
	Events Space & Meeting Room Coordinator				
	Human Resources Assistant				
	Interlibrary Loan & Prospector Supervisor				
Library Materials Supervisor					
53	Development Coordinator	Hour	\$26.59	\$31.28	\$35.97
	Volunteer Services Coordinator	Year	\$55,303.01	\$65,062	\$74,821.72
54	Executive Assistant	Hour	\$27.25	\$32.06	\$36.87
	IT Technician				
	Spanish Language Translation & Marketing Specialist	Year	\$56,685.59	\$66,689	\$76,692.27
57	Catalog Librarian	Hour	\$29.35	\$34.53	\$39.71
	Collection Development Librarian				
	Events and Experiences Librarian				
	Librarian	Year	\$61,044.18	\$71,817	\$82,589.18
	Outreach Librarian				
	Workforce Librarian				
60	e-Marketing Specialist	Hour	\$31.60	\$37.18	\$42.76
	Districtwide Events and Experience Supervisor				
	Graphics & Marketing Specialist				
	ITI Application and Support Analyst	Year	\$65,737.90	\$77,339	\$88,939.52
	Mobile Services Supervisor				
	Patron Services Supervisor				
	Technical Services Supervisor				
Virtual Services Supervisor					
62	Creative Technology Supervisor	Hour	\$33.20	\$39.06	\$44.92
	Human Resources Generalist				
	Library Process and Information Management Specialist	Year	\$69,065.88	\$81,254	\$93,442.08
	Training Specialist				
66	Foundation Director	Hour	\$36.65	\$43.12	\$49.59
		Year	\$76,235.81	\$89,689	\$103,142.57
68	Facilities Manager	Hour	\$38.51	\$45.30	\$52.10
	IT Applications Engineer	Year	\$80,095.25	\$94,230	\$108,364.16
74	Collection Resources Manager	Hour	\$44.66	\$52.54	\$60.42
	IT Infrastructure Engineer				
	Library Manager	Year	\$92,885.94	\$109,278	\$125,669.21
	Outreach Manager				
78	Community Relations and Marketing Manager	Hour	\$49.29	\$57.99	\$66.69
		Year	\$102,528.69	\$120,622	\$138,715.29
81	Community Engagement & Strategies Manager	Hour	\$53.08	\$62.45	\$71.82
	Information Technology and Innovation Manager				
	Finance Manager	Year	\$110,412.19	\$129,897	\$149,381.20
86	Associate Director of Human Resources	Hour	\$60.06	\$70.66	\$81.26
	Associate Director of Public Services	Year	\$124,921.26	\$146,966	\$169,011.11
94	Executive Director	Hour	\$73.18	\$86.09	\$99.00
		Year	\$152,204.42	\$179,064	\$205,923.63

Job Title	Previous Grade	New Grade
Bibliographic Services Clerk	31	35
Library Page	31	35
Specialty Check-Out Clerk	31	35
Custodian	34	37
Materials Assistant	34	37
Acquisitions Assistant	36	40
ILL Library Assistant	36	40
Library Associate	45	48
Library Associate - Events & Experiences	45	48
Library Associate - Mobil	45	48
Library Associate - Virtual	45	48
Marketing Technician	45	48
Exhibits Specialist	46	49
Facilities Technician	46	49
Innovation Technician	46	49
Accounting Technician	48	52
Collection Resources Coordinator	48	52
Development Associate	48	52
District Materials Supervisor	48	52
Events Space & Meeting Room Coordinator	48	52
Human Resources Assistant	48	52
Interlibrary Loan and Prospector Supervisor	48	52
Library Materials Supervisor	48	52
Executive Assistant	49	54
Development Coordinator	50	53
Volunteer Services Coordinator	50	53
IT Technician	53	54
Spanish Language Translation & Marketing Specialist	53	54
e-Marketing Specialist	55	60
Catalog Librarian	55	57
Collection Development Librarian	55	57
Events and Experiences Librarian	55	57
Librarian	55	57
Outreach Librarian	55	57
Workforce Librarian	55	57
Districtwide Events & Experience Supervisor	56	60
Graphics & Marketing Specialist	56	60
IT Application & Support Analyst	56	60
Mobile Services Supervisor	56	60
Patron Services Supervisor	56	60
Technical Services Supervisor	56	60
Virtual Services Supervisor	56	60
Creative Technology Supervisor	58	62
Human Resources Generalist	58	62
Library Process and Information Management Specialist	58	62
Training Specialist	58	62
Facilities Manager	65	68
Foundation Director	65	66
IT Applications Engineer	65	68
Collection Resources Manager	70	74
IT Infrastructure Engineer	70	74
Library Manager	70	74
Outreach Manager	70	74
Community Relations and Marketing Manager	75	78
Community Engagement & Strategies Manager	80	81
Information Technology and Innovation Manager	80	81
Finance Manager	80	81
Associate Director of Human Resources	82	86
Associate Director of Public Services	82	86
Executive Director	90	94

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: May 18, 2026
Type of item: Action
Subject: Executive Director Performance Review/Salary
Presented by: Eric Ewing, Associate Director of Human Resources
Recommendation: Staff recommend the Board discuss and identify an updated salary for the Executive Director and identify an effective date

Background

In order to stay competitive in salary and benefits, the District regularly engages a salary consultant to evaluate the pay grades and their comparison to market rates. These evaluations have been conducted biannually. The most recent surveys were conducted in 2022 & 2024. HPLD engaged Public Sector Personnel Consultants to conduct the salary survey in 2026. Following the Executive Director's Performance Evaluation, the Board has been waiting on the salary survey to make a decision.

Considerations

- Staff expected that inflation could have a large impact on the results of the salary survey
- The salary increase was implemented on April 12th, 2026

Recommendation

Staff recommend the Board discuss and identify an updated salary for the Executive Director and identify an effective date

HIGH PLAINS LIBRARY DISTRICT BOARD OF TRUSTEES COMMUNICATION

Meeting date: May 18 th , 2026
Type of item: Action
Subject: Proposed Member IGA Additional Language
Presented by: Dr. Matthew Hortt, HPLD Executive Director
Recommendation: Staff recommend that the Board approve the language and direct Staff to send the letter to the Member Libraries

Background

The Inter-Governmental Agreements (IGA) between the district and each of the member libraries were agreed upon and signed on various dates in 2020. In 2020, the same IGA was agreed upon by the District and all Member Libraries. Following the legal action by the Town of Lochbuie, HPLD Legal Counsel has recommended that the district add a “No Third Party Clause” to the body of the IGA. This recommendation and change will need to be mutually agreed upon by each of the governing entities of the district and member libraries. The Board approved moving forward with proposing the clause in February this year.

Considerations

- Legal Consul has reviewed and approved the letter
- Staff are meeting with the Town of Hudson on 5/15/26 to discuss
- Staff recommend that the clause be added under the Recital Section of the agreement
- Proposed clause:
“No Third Party Beneficiary. It is expressly understood and agreed that the enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the undersigned parties and nothing in this Agreement shall give or allow any claim or right of action whatsoever by any other person not included in this Agreement. It is the express intention of the undersigned parties that any entity other than the undersigned parties receiving services or benefits under this Agreement shall be an incidental beneficiary only.”

Recommendation

Staff recommend that the Board consider the recommended edits and provide direction to staff

May 4, 2026

Dear Director & Town Manager,

Following the ruling from the Colorado State Appellate Courts regarding the Town of Lochbuie V. Town of Hudson & HPLD Court Case; the High Plains Library District reviewed the ruling and recommends the addition of a specific clause to the Inter-governmental Agreement (IGA).

The case was ultimately dismissed on the basis that the Town of Lochbuie is not a party to the agreement and does not have standing in the IGA, however it did open the door for an individual citizen to file suit and have standing. It is the District's opinion that we should take action to close this loop and specify that the agreement is between the parties identified in the IGA, with no third party beneficiaries.

To this end, we propose the addition of the following verbiage to the body of the IGA as a new item under the RECITALS section, directly following:

WHEREAS, the Town and Library District have determined that it is mutually beneficial to amend the 20212 Agreement; and

“WHEREAS, No Third Party Beneficiary. It is expressly understood and agreed that the enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the undersigned parties and nothing in this Agreement shall give or allow any claim or right of action whatsoever by any other person not included in this Agreement. It is the express intention of the undersigned parties that any entity other than the undersigned parties receiving services or benefits under this Agreement shall be an incidental beneficiary only.”

I would be happy to set up time to discuss with the Directors and Town and City Managers prior to making a formal submission for change to the Establishing Bodies. Thank You,

Dr. Matthew Hortt
Executive Director, High Plains Library District
970-506-8563
mhortt@highplains.us

HIGH PLAINS LIBRARY DISTRICT BOARD OF TRUSTEES COMMUNICATION

Meeting date: May 18 th , 2026
Type of item: Information
Subject: Data Dashboard
Presented by: Dr. Matthew Hortt, HPLD Executive Director
Recommendation: Information only, no action to be taken

Background

As part of the High Plains Library District Build a Better Organization Initiative, staff have created an Impact Analysis Data Dashboard to visually represent the data that the District Collects. This dashboard uses the same data that is submitted as part of the Public Library Annual report but also contains historical data organized by our Get, Gather & Grow Strategies.

Considerations

- Data Categories are organized into the following categories
 - GATHER: Community Spaces
 - GATHER: Meeting Rooms
 - GET: Materials Sharing
 - GET: Public Technology
 - GET: Specialty Checkout
 - GROW: Programming
 - GROW: Skills Pipeline
 - GROW: Personalized Services
- Historical Data includes 2010-2025

Recommendation

Staff recommend that the Board consider the recommended edits and provide direction to staff

HIGH PLAINS LIBRARY DISTRICT BOARD OF TRUSTEES COMMUNICATION

Meeting date: May 18 th , 2026
Type of item: Information
Subject: IMLS Funding Update
Presented by: Dr. Matthew Hорт, HPLD Executive Director
Recommendation: Information only, no action to be taken

Background

Federal Funds that come to libraries fall under Museum & Library Services (MLS). In the State of Colorado, MLS Funds primarily fund the State Library. Funding for the Institute of Museum & Library Services (IMLS) has been a federal discussion item for the past two years. In that time there have been changes to IMLS, including a new Executive Director for the Agency and federal staff being placed on administrative leave. Staff were brought back following legal action. Concern has been raised over IMLS Funding for 2027.

The proposed federal budget for 2026 was released and eliminates funding for IMLS, and Governor Polis signed the long form State budget. The State budget maintains the funding for libraries including the funding for the CO State Library.

Considerations

- Developments in IMLS Funding
 - The 2026 proposed federal budget eliminated IMLS Funding
 - Despite the proposed budget, Congress approved a \$1.4 million increase for library programs through the Library Services and Technology Act (LSTA), totaling \$212.5 million for FY 2026 and maintaining \$30 million for the Innovative Approaches to Literacy (IAL) program.
 - The 2027 proposed federal budget again eliminated IMLS Funding and only includes \$6 million dollars for the “wind down” of the agency
 - There has been a concerted effort from libraries to advocate for Congress to act
- HPLD has sent a letter of support to our federal representatives

Recommendation

Staff recommend that the Board consider the recommended edits and provide direction to staff

HIGH PLAINS LIBRARY DISTRICT

BOARD OF TRUSTEES COMMUNICATION

Meeting date: May 18 th , 2026
Type of item: Information
Subject: Strategic Plan Updates
Presented by: Dr. Matthew Hortt, Executive Director
Recommendation: Information only, no action to be taken

Background

The High Plains Library District is focused on three strategic initiatives. Staff will be providing regular updates to the Board of Trustees on each of the initiatives.

Construction Updates

- DSS Archive and Expansion
 - Temporary Occupancy has been granted
 - Furniture has been installed
 - Project is on budget & schedule
 - June 27th has been set as the tentative date for a Grand Opening
- Mead Library
 - Drywalling is near complete
 - Exterior Façade work has begun
 - Curb and gutter work has started
 - Completion of project planned for August 2026

Workforce Development

- Mobile Workforce Development Unit
 - An offer has been made for the Workforce Librarian
 - Test Stops have started in conjunction with the Weld County Food Bank and County
 - We are working with the County to update our MOU

Literacy

- Read Con 2026 was a success
- We are gearing up for Summer Reading
- The District will be bringing back the Signature Author Event; on August 15th, 2026 we will be hosting Danny Trejo

Recommendation

Information only, no action to be taken



BOARD OF TRUSTEES

Regular Session Agenda

Monday, June 15, 2026

5:00 p.m.

Erie Community Library

400 Powers Street, Erie, CO 80516

This is also streamed virtually by GoToMeeting.

The meeting can be viewed from your computer, tablet, or smartphone.

<https://www.mylibrary.us/hpldboardmeetings>. To view the Board meeting online, use this link and select the date of the meeting you want to join. If you have public comments, you may submit questions at the time of signing up for the meeting. All participants will be muted.

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/399313765>

If you wish to address the Board via Public Comment, please attend the meeting in person. If you are unable to attend in person, you can submit public comments to the Board prior to the Board meeting via Formstack: https://hpld.formstack.com/forms/board_questions

The High Plains Library District Board may take action on any of the following agenda items as presented or modified prior to or during the meeting, and items necessary or convenient to effectuate the agenda items.

1.0 OPENING OF MEETING

- 1.1 Roll Call and Pledge of Allegiance
- 1.2 Approval of Agenda
- 1.3 Approval of Consent Agenda
 - a. May 18, 2026 Regular Session Meeting Minutes
- 1.4 The Good We Do
- 1.5 Public Comment

2.0 ITEMS FOR INFORMATION/ACTION

- 2.1 Annual Comprehensive Financial Report (Action) Natalie Wertz, HPLD Finance Manager, and Alanna Moses, Anderson & Whitney
- 2.2 Trustee Recruitment Update (Information) - Dr. Matthew Hortt, HPLD Executive Director
- 2.3 Policies Update (Action) - Dr. Matthew Hortt, HPLD Executive Director
- 2.4 Strategic Plan Updates (Information) - Dr. Matthew Hortt, HPLD Executive Director
 - a. Construction Updates
 - b. Workforce Development
 - c. Literacy

3.0 DIRECTORS REPORT

- 3.1 Review Draft Agenda – Dr. Matthew Hortt, HPLD Executive Director
 - a. July 20, 2026 RS
- 3.2 District Updates – Dr. Matthew Hortt, HPLD Executive Director

4.0 BOARD COMMENTS

- 4.1 Chair Report
- 4.2 Vice-Chair
- 4.3 Secretary/Treasurer
- 4.4 Committees
- 4.5 Other Board Members

5.0 ADJOURNMENT

Upcoming meetings:

July 20, 2026 at 5:00p.m.: HPLD Board of Directors Meeting - Regular Session
LINC Library Innovation Center, 501 8th Avenue, Greeley, CO 80631

HIGHPLAINS PLAN

GATHER

Goal	Standard Updates
<p>COMMUNITY SPACES: New Mead Library</p>	<p>Activity Updates: Mead Manager has been hired. Working with the Mead Manager on hiring staff for the library.</p> <p>Drywall is going in and the stone veneer on the fireplace is looking great.</p> <p>Activity Updates:</p> <ul style="list-style-type: none"> Reviewing all low voltage and equipment lists in prep for installation and ultimate technology delivery
<p>→ 2026 - Targeted Mailings to homes near new libraries (Mead & Grover)</p>	<p>Activity Updates: Content to promote the Library Confidence Indicator (LCI) to residents in the Mead and Grover areas has been submitted to CRM. Mailers for community members are being planned and designed</p>
<p>COMPLETE: COMMUNITY SPACES: New Raymer Public Computing Center</p>	<p>Activity Updates: Friends of Raymer and the High Plains Library District celebrated the grand opening of the Public Computer Center in the former Truxaw & Kruger Grocery building on Saturday April 25th. The event included a chance for guests to explore the space, enjoy live music and refreshments, and have a chance to grab a couple books. Trustee Patty Bodwell, Outreach Manager Rick Medrano, and additional HPLD staff attended the event.</p>
<p>COMMUNITY SPACES: Support New Milliken Library</p>	<p>Activity Updates:</p> <ul style="list-style-type: none"> Core network and circuit online AV equipment installation done (programming first week in May) Waiting to deliver client computers, phones, items pending furniture installation scheduled for May 2 Technology training shared with site manager and director Grand Opening advertised for May 9

Goal	Standard Updates
COMMUNITY SPACES: DSS Build & Remodel	<p>Activity Updates: Furniture and shelving are being installed the week of May 4th. Working on owner training (lighting controls, etc.).</p> <p>Punchwalks occurring.</p> <p>Friday, June 12th, 5:30-8 - Staff Party for District staff, so that they can see the remodel of Building A and the new Building C.</p> <p>Saturday, June 27th, 2-5 - Grand Opening!</p> <p>Activity Updates:</p> <ul style="list-style-type: none"> • Circuit delivered, core networks coming online, WIFI available, all but 2 doors programmed • AV installation scheduled • All technology currently on target for installation by June 1

GET

Goal	Standard Updates
Memory Lab\Digitization Hub	<p>Activity Updates:</p> <ul style="list-style-type: none"> • Equipment for memory lab is in • Roll out plan for turnover to memory lab staff in process • Photomyne <ul style="list-style-type: none"> ◦ agreement complete ◦ detailed roll out schedule being built ◦ will be

GROW

Goal	Standard Updates
LITERACY SUPPORT ↳ Burlington English Certificate Skills	<p>Activity Updates: As noted last month, we currently have 50 Burlington licenses, all of which are in use. The plan is to purchase an additional 15 licenses to support classes in the southern region. If demand is lower there, those licenses can be reassigned to meet needs in the northern area.</p>
WORKFORCE DEVELOPMENT ↳ Online High School ↳ Workforce Vehicle ↳ Public Learning Systems (partnerships SnapOn...)	