

Agenda

Garfield County Public Library District Board of Trustees Meeting

Date: Thursday, May 1, 2025 2:00 PM
Parachute Town Hall, 222 Grand Valley Way,
Parachute, CO

Zoom Access:

Register in advance for this meeting:

https://us02web.zoom.us/webinar/register/WN_jzrUQNgaQZ65I_zKdMcJQQ

After registering, you will receive a confirmation email containing information about joining the meeting.

Board Mission Statement: The GCPLD Board supports the GCPLD mission, vision, and values through the following actions: Ensuring financial stability, investing in staff development, providing service advocacy, and promoting District Library innovation.

I. CALL TO ORDER

- A. Roll Call
- B. Public Participation: 3 minutes per person
- C. Approval of the agenda

II. CONSENT AGENDA FOR APPROVAL

- A. Minutes of Library Board meeting April 3, 2025 (pp. 3-7)
- B. Claims for Board Approval: General Fund March 16 - April 15, 2025 (pp. 8-11); Alpine Bank Purchase Card Statement March 31, 2025 (pp. 12-15)

III. ACTION ITEMS

- A. Glenwood Springs Urban Renewal Authority appointment
- B. Presentation by Grand Valley Historical Society

IV. DISCUSSION ITEMS

- A. Management Report, Jamie LaRue (pp. 16-21)
- B. Finance Report, Kevin Hettler (pp. 22-27)
- C. Parachute Branch Library report, Amaranda Fregoso
- D. Trustee reports and comments, All Trustees

Next Regular Board Meeting:

Thursday, June 5, 2025, 2:00 PM, Location: Carbondale Branch Library 320 Sopris Ave, Carbondale, CO

Adjourn meeting.

This agenda is subject to change, including adding items up to 24 hours in advance or deleting items at any time. All times are approximate. If special accommodation is necessary per ADA, please call 970-625-4270 before the meeting.

Prepared by: Jamie LaRue, Executive Director

Record of Proceedings: Board of Trustees Meeting

Place: Glenwood Springs Branch Library

Date: April 3, 2025, 2:00 PM

Board Mission Statement: The GCPLD Board supports the GCPLD mission, vision, and values through the following actions: Ensuring financial stability, investing in staff development, providing service advocacy, and promoting District Library innovation.

- 1) **CALL TO ORDER:** Adrian Rippy-Sheehy called the meeting to order at 2:00PM and gave Zoom attendees instructions on how to indicate they would like to make a public comment. Kim Owens conducted the roll call.

Board Members Present:

Michelle Foster
Myrna Fletchall (via Zoom)
Adrian Rippy-Sheehy
John Mallonee
Stephanie Hirsch
Brit McLin
Tony Hershey

Board Members Absent (excused):

none

Public Present:

K Fudim
John Lepkowski
Trish O'Grady
John Eaton
Mark Rinehart
Megan Webber
Joyce Rinehart
Deb Davis
Kevin O'Brien
Jocelyn Durrance
Carolyn Howard
Tony May
John Legg
Bur Howard
Anne Sale
Robin Robinson
Nancy Flood
Bill Flood
Sarah Kemme
Bill Anschuetz
Sharon Morris
Tela Forehand

Mae Gray
Robin Pruett
Carole O'Brien

Zoom Public:

Kim Seter (attorney)
Willow Brotzman
Hanna Arauza
Katrina McAlpine
Ashley Stahl
Jess Hedden
Deb Grizzle
Adam Murray
Brittany Cocina
Cassie Haskell
Ingrid Wussow
John Dough
Logan Davis
Sallie Moore
Shiri Hunter
Susan Jenkins
Wyatt Cummings

Zoom Staff:

Brenda Ramirez
Darla Baumli
Emily Hisel
Fernanda Flesner
Ivett Sanchez
Jackie Skala
Maria Gaytan
Melissa Wiley
Tamara Ochoa

Staff Members Present:

Alex Garcia
Ana Gaytan
Amy Tonozzi
Sara Friend
Rob Zimmermann
Toni Carsten
Karin Batchelder
Eileen Cummings
Abraham Korah
Kevin Hettler

James Larson
Kim Owens
Jamie LaRue
Jenn Cook
Melissa Terry
Laura West
Jon Medrano
Amaranda Fregoso
Nancy Barnes
Jamie LaRue

a) Public Participation: 3 minutes per person

- 1) John Lepkowski, Silt - Sometimes feel like the library is more private than public. Wants the meetings moved to 6PM. Wants certain adult books put behind glass and people have to be 18 to check out. Wants to know what is wrong with saying the Pledge of Allegiance. Wants the Executive Director's salary to be aligned with the County Commissioners'.
- 2) Trish O'Grady, Rifle - Brought up original petition from July 2023 that she feels has not been addressed. Thanked the Board for their service. Read a letter from Jamie LaRue from August 2023 regarding the books being challenged.
- 3) Robin Pruett, Silt - Welcomed new Board members. Addressed the letter Susan Use wrote to the Post Independent. Said the issue is the placement of the books and if they would have been taken care of in the beginning, the group would go away.
- 4) John Eaton, Carbondale - Talked about helping people in recovery. Wants to know why adult content is being brought into the library where kids have access to it. Feels like grooming the kids to be sexually abused.
- 5) Mark Rinheart, Silt - The adult books have never been in a location that children can get to. It comes down to parents' accountability. Concerned that a small vocal group is trying to decide what makes reasonable sense so that kids will not get them [books].
- 6) Carole O'Brien, New Castle - Welcomed Tony to the Board. 1st amendment protects freedom of speech and that means to hear the speech of others.
- 7) Mae Gray, New Castle - Welcomed new Board members. Truly cares about children. Recently met with Perry Will and asked if public statements are really about a book or is this a political agenda.
- 8) Kevin O'Brien, New Castle - Wished he could allocate his taxes as he sees fit, but understands he can't. Said he trusts the Library Board, Director, Accounting Staff, and employees to allocate his taxes properly. Employees are qualified to do this. Have nice buildings that are well-maintained and pay staff well. The Board is doing a good job and sorry still has to hear the complaints about the books.
- 9) Deb Davis, Glenwood Springs - Very grateful to all the work the Board does and what the library provides to the community. Library should be a safe place for anyone who wants to be here. As a counselor, said many children find comfort in books.

- 10) Jocelyn Durrance, Carbondale - Talked about Project 2025 and how it is impacting the Garfield County libraries. Requoted remarks made at past Board meetings and how they are relevant to Project 2025's agenda.
- 11) Carolyn Howard, Carbondale - Concerned about library governance being determined by local government. Doesn't feel a local few should determine what she and her children have access to. Use of the library demands a level of responsibility. The library district must comply with the state law as it is written.
- 12) Tony May, New Castle - Led the Pledge of Allegiance.
- 13) Tela Forehand, Silt - Wants better differentiation between relocating books and banning books. Feels that the assessment of the Colorado bill was influenced by the Director of the library and that's why Susan Use didn't understand it and cost her Tom Jankovsky's vote. Welcomed Tony to the Board. Was very happy with the Silt branch for helping a patron obtain his citizenship.
- 14) Robin Robinson, Silt - Addressed a memo from the group, Indivisible. Said they are a political action committee. Said Jamie LaRue is accusing the group of forcing religion on people when she feels he is doing the same thing. Wants the library to quit sexualizing children.
- 15) Nancy and Bill Flood, - As a pediatrician, Bill cared for children with a lot of different beliefs and dispositions. Has seen no evidence that books like these increase problems. Says it comes down to personal responsibility. As a child psychologist, Nancy said, it is important for every child to see themselves in books. Respect the library and it has books for children and families.

b) Approval of the agenda

- 1) John Mallonee moved to approve the agenda, Brit McLin seconded. Tony Hershey abstained because he wasn't on the Board yet at the last meeting.
- 2) Motion passed.

2) CONSENT AGENDA FOR APPROVAL

- a) Minutes of Library Board meeting March 6, 2025 (pp. 3-6)
 - 1) Myrna Fletchall requested that Kim Seter's exact language regarding updating the Board bylaws be added to the 3/6/2025 minutes.
 - 2) Myrna Fletchall motioned to amend the minutes and add Kim Seter's statement to the minutes; and approve the consent agenda. Michelle Foster seconded.
 - 3) The March 6, 2025 minutes were amended.
- b) Claims for Board Approval: General Fund Feb 16, 2025 through March 15, 2025 (pp. 6-10); Alpine Bank Credit Card Statement Feb 28, 2025 (pp. 11-15)
 - 1) Tony Hershey and Brit McLin abstained because they weren't at the March meeting. Motion passed.

3) ACTION ITEMS

- a) 2025 Budget Amendment, Resolution 25-1, Kevin Hettler
 - 1) \$13.59 Million is the new budget amount.
 - 2) This is money that has been in reserve for this purpose. Have not spent the full budget the last couple of years.
 - 3) Did not receive any feedback on the Notice for Public Hearing regarding this amendment.

- 4) Brit McLin motioned to accept the budget amendment, Tony Hershey seconded. Motion passed.

4) DISCUSSION ITEMS

- a) Management Report, Jamie LaRue (pp. 16-24)
 - 1) DOGE went into the IMLS, sent all staff home, and suspended work email. Federal funding has been suspended. May affect Garfield County when it comes to further education, historical newspapers, and other services, but Garfield County doesn't receive federal funding directly.
 - 2) Asked Board which members would like to go to CALCON. Everyone confirmed except Michelle.
 - 3) Moving September Board meeting to the 11th so as not to conflict with CALCON.
 - 4) Meeting in May will be at Town Hall in Parachute due to the library being remodeled.
- b) Finance Report, Kevin Hettler (pp. 25-32)
 - 1) Sales tax is heavily driven by retail, restaurants, and hotels. GCPLD receives \$0.25 of every dollar of county sales tax collected.
 - 2) Highest amount of sales tax is collected in Glenwood Springs.
 - 3) Reviewed how the sales tax has trended over the last four years.
- c) Branch Library report, Abraham Korah
 - 1) Welcomed Tony Hershey to the Board and invited him to tour the Branch and to come to a staff meeting to get to know the Branch and the employees.
 - 2) Updated staff changes: a new full-time position and promoted Rebecca into this role. Will be able to bring in an additional part-time staff member. Trary promoted to the Adult Services Coordinator role. Trary was one of 10 staff members around the country to receive the "one small step" grant.
 - 3) Average 11,000 patrons on a monthly basis.
 - 4) Book club, Human Library event last October. Partnership with Garfield County Older Adult services. Early Literacy Festival last October.
 - 5) 4th annual comic Book Festival is May 3rd at the Glenwood library.
- d) Trustee reports and comments, All Trustees
 - 1) John Mallonee - Will stand for the Pledge on the agenda, but will not stand if it is for a person. Says the library staff is doing a great job.
 - 2) Adrian Rippy-Sheehy - Introduced newest trustee, Tony Hershey. Glad to have him on the Board and liked Abraham's invitation to visit the Branch.
 - 3) Tony Hershey - Wishes both sides would mingle a little bit and not sit so divided. Thanked the commissioners and the Board. Great that the library has welcomed the public defenders' office to be able to use their meeting space.
 - 4) Michelle Foster - Situation in Battlement Mesa where Senior Center will be closing. Land has been sold and the owner doesn't want to keep the lease going.
 - 5) Brit McLin - Thanked everyone who took the time to come to the meeting and express themselves. Shared the meaning of classical liberalism.
 - 6) Myrna Fletchall - Thanked everyone who was at the meeting. Thanked for allowing Zoom. Welcomed Tony to the team. Want to find common ground and right solution for books and other topics. Requested the spreadsheet presented at the compensation market study meeting.

The meeting was adjourned at **3:54 pm**.

The Board Zoom recording will be available at www.gcpld.org.

Next Board Meeting: Regular Meeting: Thursday, May 1, 2025, 2:00 PM; Location: Parachute Town Hall, 222 Grand Valley Way, Parachute, CO.

Prepared by: James LaRue, Executive Director.

Claims for Board Approval

Alpine Bank Checking General Fund March 16 through April 15, 2025

Date	Num	Name	Memo	Amount
Alpine Bank- Gen(..7072)				
03/17/2025	Eft	Amazon .com	Feb purchases	7,606.69
03/19/2025	Eft	CRA	Retirement plan contributions	10,381.60
03/19/2025	Eft	CRA	Retirement plan contributions	6,055.69
03/20/2025	Eft	CenturyLink	elevator and fire alarm telephone	428.04
03/20/2025	Eft	City of Glenwood Springs	electricity	852.90
03/20/2025	Eft	City of Rifle	water / sewer	139.93
03/20/2025	Eft	Town of New Castle	water / sewer	239.73
03/20/2025	Eft	Town of Silt	water / sewer	229.19
03/20/2025	Eft	WEX Bank	Feb vehicle fuel	321.38
03/20/2025	Eft	Xcel Energy	NC PA RI SI CA electricity	4,245.68
03/20/2025	Eft	ImageNet Consulting LLC	Copier copies - quarterly billing	6,339.90
03/25/2025	Eft	Waste Management	RI CA NC trash / recycling	471.69
03/25/2025	Eft	Alpine Bank	Feb c.c. pmt	16,408.99
03/28/2025	Eft	Tiger, Inc.	gas delivery	3,714.66
03/28/2025	Eft	Masters Telecom LLC	Fax service	178.77
03/31/2025	27442	4imprint, Inc.	1,000 books magnets	1,584.81
03/31/2025	27443	A Clean Break, LLC	RI SI NC Mar cleaning	6,450.00
03/31/2025	27444	Aspen Maintenance Supply LLC	Janitorial supply	680.34
03/31/2025	27445	Aspen Science Center	STEM Programs	2,025.00
03/31/2025	27446	Baker & Taylor	Library materials	412.33
03/31/2025	27447	Bernal Urbina, Samuel	Posada event master of ceremonies	500.00
03/31/2025	27448	Brokaw, Rosalind	CA storytime	200.00
03/31/2025	27449	Callison, Jennifer	IUG mileage reimb	247.80
03/31/2025	27450	Cardiff Cleaning Service	CA GW cleaning	4,694.00
03/31/2025	27451	Chulainn Publishing Corp.	SP Library materials	1,366.76
03/31/2025	27452	Citadel Security Group, LLC	GW RI security service	6,294.60
03/31/2025	27453	Colorado Department of Labor	SI boiler inspection	40.00
03/31/2025	27454	Cruz Guerrero, Livier C.	CA bilingual storytime	300.00

03/31/2025	27455	Demco	Processing supplies	248.11
03/31/2025	27456	Employers Council, Inc.	Legal services	4,500.00
03/31/2025	27457	Garcia-Bernal, Alejandro	Mileage reimb	243.04
03/31/2025	27458	Hollingsworth, Erin	Mileage reimb	56.00
03/31/2025	27459	Ingram Library Services	Library materials	6,656.29
03/31/2025	27460	JanWay Company USA, Inc.	Promo yard signs	4,320.00
03/31/2025	27461	Kanopy, Inc.	Kanopy streaming service 2025	12,000.00
03/31/2025	27462	Mango Languages	Languages database renewals	3,450.99
03/31/2025	27463	Marmot Library Network, Inc.	Laptop replacements - 2	3,182.52
03/31/2025	27464	Midwest Tape	Library materials	2,535.90
03/31/2025	27465	Reliance Standard	April disability insurance	1,054.85
03/31/2025	27466	ResCom Construction	SI shade trellis	80,811.00
03/31/2025	27467	S.T.E.A.M. Junction LLC	STEAM activity for kids	585.00
03/31/2025	27468	Shape Architecture Studio, LLC	RI SI refresh planning	4,920.00
03/31/2025	27469	Smith, Natalie	Education assistance	168.11
03/31/2025	27470	Springshare LLC	LibCal annual subscription	4,000.00
03/31/2025	27471	Universal Mechanical Services, LLC	SI boiler repair	1,163.00
03/31/2025	27472	Wolburg, Natasha	Mileage reimb	58.80
03/31/2025	27473	Young Services	GW toilet repairs	1,130.00
03/31/2025	Eft	Black Hills Energy	GW and CA gas	1,829.66
03/31/2025	Eft	Windcave	Mar merchant fees	73.04
04/01/2025	Eft	ImageNet Consulting - fka De Lage Landen	copier lease	1,161.66
04/01/2025	Eft	Town of Carbondale	CA water / sewer	115.18
04/01/2025	Eft	Windcave	Feb merchant fees	45.00
04/01/2025	Eft	Alpine Bank- CC	Apr merchant fees	136.02
04/04/2025	Eft	Mountain Waste & Recycling	SI GW recycling	115.98
04/07/2025	Eft	Verizon Wireless	Cell phones, hotspots, filtering service, One Talk	7,790.02
04/08/2025	Eft	CRA	Retirement plan contributions	10,112.21
04/08/2025	Eft	CRA	Retirement plan contributions	6,246.95
04/09/2025	Eft	Alpine Bank	Mar c.c. pmt	10,626.37
04/10/2025	Eft	City of GL- Sales Tax	1Q sales tax	32.64
04/10/2025	Eft	City of RI-Sales Tax	1Q sales tax	13.95
04/10/2025	Eft	Colorado Dept of Revenue-Sales Tax	1Q sales tax	235.34
04/15/2025	27474	625-Water(9283)	RI staff water	109.15

04/15/2025	27475	AFLAC	April supplemental insurance	300.68
04/15/2025	27476	AlwaysMountainTime LLC	Radio ads	1,000.00
04/15/2025	27477	American Janitor LLC	PA March cleaning	876.80
04/15/2025	27478	Aspen Maintenance Supply LLC	Janitorial supplies	425.29
04/15/2025	27479	Benson, Kim	Mileage reimb	206.64
04/15/2025	27480	Best Version Media, LLC	Print ads	1,618.20
04/15/2025	27481	Blythe Group + co	NC PA extended design and construction admin	9,149.00
04/15/2025	27482	Brainfuse Inc.	onow & Vetnow online tutoring services renewal	5,800.00
04/15/2025	27483	Broadhead, Grace	Music presentations	2,700.00
04/15/2025	27484	Bullen, Myles	Music presentations	5,250.00
04/15/2025	27485	Button, Jean-Marie	SI sewing lessons	200.00
04/15/2025	27486	Cedar Networks	April broadband	1,194.00
04/15/2025	27487	Citadel Security Group, LLC	GW RI security service	6,075.28
04/15/2025	27488	City of Glenwood Springs Parks & Rec.	7th St Bethel Plaza	214.00
04/15/2025	27489	Colorado Mountain News Media	Print ads	190.00
04/15/2025	27490	Computershare Trust Company	Trustee fee	2,500.00
04/15/2025	27491	Cura HR, LLC	Training and development, HR support	3,972.50
04/15/2025	27492	Daly Property Services	March snow removal	265.20
04/15/2025	27493	EverGreen ZeroWaste	CA compost service	75.00
04/15/2025	27494	Feria, Carlos Daniel	Capture the moment photo shoot	250.00
04/15/2025	27495	Harlan, Shylo	Mileage reimb	47.60
04/15/2025	27496	Ingram Library Services	Library materials	3,819.52
04/15/2025	27497	Jean's Printing	Printing services	912.02
04/15/2025	27498	Lectorum Publications, Inc.	Library materials	811.67
04/15/2025	27499	Leitzke, Kyle James	Art of conversations	300.00
04/15/2025	27500	Lizardo Granados Luis Daniel	Day of the book virtual celebration	500.00
04/15/2025	27501	Louisiana State University	Education assistance	1,665.00
04/15/2025	27502	Marmot Library Network, Inc.	Q2 2025 IT support	67,348.75
04/15/2025	27503	Medrano, Jonathan	Mileage reimb	229.60
04/15/2025	27504	Midwest Tape	Library materials and hoopla	11,410.96
04/15/2025	27505	Millberry, Tahrea	Mileage reimb	128.59
04/15/2025	27506	Mountain Pest Control, Inc.	March spraying	267.00
04/15/2025	27507	NewsBank, inc.	Annual subscription renewal	375.00
04/15/2025	27508	OverDrive	Library eMaterials	17,060.72

04/15/2025	27509	Owens, Kim	Staff morale	231.75
04/15/2025	27510	Peters, Brendan	Mileage reimb	137.90
04/15/2025	27511	Playaway Products LLC	Library materials	874.80
04/15/2025	27512	Reyes de Velasco, Veronica	ESL winter/spring childcare	1,210.00
04/15/2025	27513	Shaw, Candice	Sewing classes	400.00
04/15/2025	27514	Sopris Sun	Print ads	600.00
04/15/2025	27515	Spangenberg, Kim	Mileage reimb	112.63
04/15/2025	27516	Terry, Melissa	Mileage reimb	161.00
04/15/2025	27517	Tonozzi, Amy	Mileage reimb	351.40
04/15/2025	27518	Town of Parachute	water / sewer / trash	135.45
04/15/2025	27519	Transparent Information Services, LLC	Background checks	337.70
04/15/2025	27520	Unique Management Services, Inc.	March collections service	179.10
04/15/2025	27521	West, Laura	Mileage reimb	126.00
04/15/2025	27522	Willis Towers/CEBT	Apr health insurance	56,344.95
04/15/2025	27523	Wray, Kristi	Mileage reimb	44.10
04/15/2025	27524	One Source Lighting	led light bulbs	387.39
04/15/2025	27525	Seter, Vander Wall & Mielke, P.C.	Legal services	10,780.20
04/15/2025	Eft	Garfield County Public Library Foundation	book sales / donations	1,434.67
Total · Alpine Bank- Gen(..7072)				473,125.32

Reconciliation Detail

Alpine Bank Purchase Card, Period Ending 3/31/2025

Type	Date	Num	Memo	Clr	Amount	Balance
Beginning Balance						16,408.99
Cleared Transactions						
Charges and Cash Advances - 79 items						
Credit Card Charge	03/02/2025	NCWalmart	Staff morale	Ö	(65.40)	(65.40)
Credit Card Charge	03/02/2025	GWWalmart	Magic the gathering refreshments	Ö	(13.16)	(78.56)
Credit Card Charge	03/02/2025	PAWalmart	Staff morale	Ö	(6.98)	(85.54)
Credit Card Charge	03/03/2025	SSAmButton	Button making supplies	Ö	(214.10)	(299.64)
Credit Card Charge	03/03/2025	GWDemco	Processing supplies	Ö	(195.64)	(495.28)
Credit Card Charge	03/03/2025	RILtIcaesar	Madness Mondays refreshments	Ö	(31.96)	(527.24)
Credit Card Charge	03/04/2025	MMLowes	PA and NC storage supplies during remodel	Ö	(726.42)	(1,253.66)
Credit Card Charge	03/04/2025	CACityMkt	Staff morale	Ö	(10.98)	(1,264.64)
Credit Card Charge	03/05/2025	SSWineCntry	Youth services retreat	Ö	(1,584.00)	(2,848.64)
Credit Card Charge	03/05/2025	SSGFO	binar accounting for debt funded capital Assets	Ö	(150.00)	(2,998.64)
Credit Card Charge	03/05/2025	RIWalmart	Scavenger hunt prizes and craft supplies	Ö	(74.01)	(3,072.65)
Credit Card Charge	03/05/2025	GWCLiC	CLiC and connect registration	Ö	(30.00)	(3,102.65)
Credit Card Charge	03/05/2025	RICLiC	CLiC and connect registration	Ö	(30.00)	(3,132.65)
Credit Card Charge	03/05/2025	FTWalmart	Curtain rod	Ö	(9.96)	(3,142.61)
Credit Card Charge	03/06/2025	SS3USPS	Monthly ill postage	Ö	(166.99)	(3,309.60)
Credit Card Charge	03/06/2025	SSWalmart	Board meeting refreshments	Ö	(91.39)	(3,400.99)
Credit Card Charge	03/06/2025	CAPEpCityMk	Graphic novel book club refreshments	Ö	(82.32)	(3,483.31)
Credit Card Charge	03/06/2025	SIBrngMtn	Staff morale	Ö	(46.86)	(3,530.17)
Credit Card Charge	03/07/2025	SSIronMtnHo	Winter reading prizes	Ö	(350.00)	(3,880.17)
Credit Card Charge	03/07/2025	GWWalmart	Slime day supplies	Ö	(126.06)	(4,006.23)
Credit Card Charge	03/07/2025	RIWhisPig	Staff morale	Ö	(52.08)	(4,058.31)
Credit Card Charge	03/07/2025	PAWalmart	Staff morale	Ö	(47.30)	(4,105.61)
Credit Card Charge	03/07/2025	CA\$Tree	SPARK craft supplies	Ö	(30.00)	(4,135.61)
Credit Card Charge	03/07/2025	CACricut	Cricut subscription	Ö	(10.61)	(4,146.22)
Credit Card Charge	03/09/2025	CACityMkt	SPARK and after school refreshments	Ö	(175.68)	(4,321.90)

Credit Card Charge	03/10/2025	MMWalmart	NC staff refrigerator	Ö	(117.00)	(4,438.90)
Credit Card Charge	03/10/2025	GWCityMkt	Adult program refreshments	Ö	(30.74)	(4,469.64)
Credit Card Charge	03/10/2025	GWDominos	High school book club refreshments	Ö	(16.80)	(4,486.44)
Credit Card Charge	03/11/2025	RIInfoPeopl	Online Spanish Classes	Ö	(200.00)	(4,686.44)
Credit Card Charge	03/11/2025	SS3Amazon	Amazon membership renewal	Ö	(179.99)	(4,866.43)
Credit Card Charge	03/11/2025	CAALA	Readers' advisory webinar	Ö	(158.00)	(5,024.43)
Credit Card Charge	03/11/2025	SSDenPost	Digital newspaper subscription	Ö	(110.50)	(5,134.93)
Credit Card Charge	03/11/2025	GWDominos	Shakespeare program refreshments	Ö	(70.25)	(5,205.18)
Credit Card Charge	03/11/2025	GWCityMkt	Rayito de Luz refreshments	Ö	(44.33)	(5,249.51)
Credit Card Charge	03/11/2025	RI2Adobe	Adobe stock and creative cloud	Ö	(36.39)	(5,285.90)
Credit Card Charge	03/11/2025	SSAdobe	Adobe creative cloud	Ö	(34.99)	(5,320.89)
Credit Card Charge	03/11/2025	RICLIC	CLIC and connect registration	Ö	(30.00)	(5,350.89)
Credit Card Charge	03/11/2025	PAWalmart	Food for thought refreshments	Ö	(3.47)	(5,354.36)
Credit Card Charge	03/12/2025	SSLowes	Cotton candy machine	Ö	(202.64)	(5,557.00)
Credit Card Charge	03/12/2025	RIWMUSPS	Staff morale and postage stamps	Ö	(93.44)	(5,650.44)
Credit Card Charge	03/12/2025	PAUSPS	Postage Stamps	Ö	(73.00)	(5,723.44)
Credit Card Charge	03/13/2025	SIWalmart	Loteria prizes and refreshments	Ö	(30.46)	(5,753.90)
Credit Card Charge	03/14/2025	MMLowes	NC and PA packing supplies for remodel	Ö	(116.80)	(5,870.70)
Credit Card Charge	03/14/2025	SIBrngMtnPi	Staff morale	Ö	(11.46)	(5,882.16)
Credit Card Charge	03/16/2025	SSMarriot	IUG lodging	Ö	(921.36)	(6,803.52)
Credit Card Charge	03/17/2025	RIWalmart	Madness Mondays refreshments	Ö	(116.14)	(6,919.66)
Credit Card Charge	03/17/2025	SSCityMkt	Adult services coordinator training refreshments	Ö	(76.84)	(6,996.50)
Credit Card Charge	03/18/2025	RI2IUGConf	IUG parking and per diem	Ö	(244.35)	(7,240.85)
Credit Card Charge	03/18/2025	SSCGFOA	Economic update webinar	Ö	(40.00)	(7,280.85)
Credit Card Charge	03/18/2025	FTMaverik	Motor oil	Ö	(11.34)	(7,292.19)
Credit Card Charge	03/19/2025	MMSilt	SI awning permit	Ö	(449.19)	(7,741.38)
Credit Card Charge	03/19/2025	RI2FidelCoc	Youth services retreat refreshments	Ö	(240.34)	(7,981.72)
Credit Card Charge	03/19/2025	FTLowes	Storage bins and drill bit	Ö	(48.92)	(8,030.64)
Credit Card Charge	03/19/2025	SS2LclKitch	E.D. meeting with board member	Ö	(16.21)	(8,046.85)
Credit Card Charge	03/20/2025	CACM\$Tree	Staff morale and SPARK refreshments	Ö	(123.13)	(8,169.98)
Credit Card Charge	03/20/2025	SSAmButton	Button making supplies	Ö	(117.91)	(8,287.89)
Credit Card Charge	03/20/2025	CALingoda	Online Spanish classes	Ö	(79.99)	(8,367.88)
Credit Card Charge	03/20/2025	RICtyMktWM	Staff morale	Ö	(63.00)	(8,430.88)

Credit Card Charge	03/20/2025	FTWalmart	Velcro and drop box	Ö	(28.44)	(8,459.32)
Credit Card Charge	03/23/2025	PAFnkyBear	Book club refreshments	Ö	(44.40)	(8,503.72)
Credit Card Charge	03/23/2025	SSAdobe	Adobe acrobat pro	Ö	(16.99)	(8,520.71)
Credit Card Charge	03/24/2025	FTLowes	Caulk gun and glue	Ö	(32.96)	(8,553.67)
Credit Card Charge	03/24/2025	RIWalmart	Spice up the month supplies	Ö	(15.94)	(8,569.61)
Credit Card Charge	03/25/2025	PACLiC	CLiC and connect registration	Ö	(30.00)	(8,599.61)
Credit Card Charge	03/26/2025	FTVlyLumber	Lumber and circular saw	Ö	(410.08)	(9,009.69)
Credit Card Charge	03/26/2025	SSReforma	Reforma conference registration	Ö	(325.00)	(9,334.69)
Credit Card Charge	03/26/2025	SSHotelColo	Space deposit for assistant / sub workshop day	Ö	(300.00)	(9,634.69)
Credit Card Charge	03/26/2025	SICLiC	CLiC and connect registration	Ö	(30.00)	(9,664.69)
Credit Card Charge	03/26/2025	GWCityMkt	Staff morale	Ö	(27.57)	(9,692.26)
Credit Card Charge	03/26/2025	SSReforma	Reforma membership	Ö	(25.00)	(9,717.26)
Credit Card Charge	03/27/2025	PAReforma	Reforma	Ö	(365.00)	(10,082.26)
Credit Card Charge	03/27/2025	SSBeavrRun	Calcon lodging deposit	Ö	(158.88)	(10,241.14)
Credit Card Charge	03/27/2025	SSOTC	Easter egg hunt supplies	Ö	(62.36)	(10,303.50)
Credit Card Charge	03/27/2025	FTVlyLumber	Saw horses	Ö	(56.99)	(10,360.49)
Credit Card Charge	03/28/2025	FTVlyLumber	Chalk line	Ö	(10.99)	(10,371.48)
Credit Card Charge	03/28/2025	SI\$General	Staff morale	Ö	(9.20)	(10,380.68)
Credit Card Charge	03/29/2025	CAArtsEvent	First Friday booth fee	Ö	(75.00)	(10,455.68)
Credit Card Charge	03/30/2025	CACityMkt	PARK supplies and adult program refreshments	Ö	(91.69)	(10,547.37)
Credit Card Charge	03/31/2025	SSHampton	CALLI lodging	Ö	(214.00)	(10,761.37)
Total Charges and Cash Advances					(10,761.37)	(10,761.37)
Payments and Credits - 2 items						
Credit Card Credit	03/20/2025	SSWineCntry	Presenter lodging refund	Ö	135.00	135.00
Check	03/25/2025	Eft	Feb c.c. pmt	Ö	16,408.99	16,543.99
Total Cleared Transactions					5,782.62	5,782.62
Cleared Balance					(5,782.62)	10,626.37
Uncleared Transactions						
Charges and Cash Advances - 1 item						
Bill Pmt -CCard	03/31/2025	SSGarcoT	Landfill fees		(27.00)	(27.00)
Total Charges and Cash Advances					(27.00)	(27.00)

Total Uncleared Transactions					(27.00)	(27.00)
Register Balance as of 03/31/2025					(5,755.62)	10,653.37
Ending Balance					(5,755.62)	10,653.37

Management Report - May, 2025

By Jamie LaRue, Executive Director

State Library Standards

All of the Colorado Public Library Standards can be found at this link:

<https://www.cde.state.co.us/cdelib/standards/index>. Thus far, we have reviewed *Administration and Governance*; *Budget & Finance*; *Collections*; *Evaluation and Planning*; and *Facilities and Infrastructure*.

This month we're considering **Library Services and Programs**.

Outcome

The community is enriched by formal, informal, and self-directed library services and programs that meet the needs, interests, and abilities of all.

Overview

Services and programs are the foundation of a community-centered public library. To ensure access for all, tax-funded public libraries offer free services and programs. In addition, value-added services, such as passports, copying, etc. may require cost recovery fees.

Public libraries serve all and are centers for literacy, lifelong learning, discovery, and connection. Both formal and informal learning occur with intrinsically motivated inquiry and intellectual curiosity encouraged.

The library commits time, staff, and resources to coordinate literacy and learning activities for all ages and reading levels by engaging individuals, families, and social groups. Multiple literacies are considered beyond reading, including information literacy and digital literacy. In addition, the library promotes recreational reading and learning, skill-building in diverse areas, and economic development just to name a few topics.

Continuous experimentation and assessment ensure that services and programs are fresh, effective, accessible, and meet the diverse needs and interests of various residents in the community. Keeping the library current and relevant to those in the community involves opportunities for community members to be engaged in making suggestions, offering support, and co-creating the library their community needs. Collaborating with other agencies enriches services and programs as outlined in the Community Engagement standard.

Library Services & Programs Essentials

Checklist for All Public Libraries

General

- Establish and uphold written policies and procedures for:
 - Basic services are free of charge to everyone residing in the legal service area.
 - Public use of spaces, services, equipment, collections, programs, and public meeting spaces. Ensure policies emphasize welcoming, efficient, and effective services and programs for all segments of the community.
 - Safety and security of staff and library users with specific training and protocols that align with the community's law enforcement and emergency services.
 - Customer service quality, including staff protocols and training for addressing and de-escalating disruptive behavior with compassion. Train and support staff in using best practices when addressing behavior issues in the library.
 - Public request for reconsideration of programs; align these policies and processes with other reconsideration policies related to collections and displays.
 - Library user intellectual freedom; privacy; copyright, intellectual property and fair use; ADA access; and other legal requirements.
 - Non-resident use, including participation in Colorado Libraries Collaborate as outlined in the Resource Sharing Standard.
- Uphold the Core Values of Librarianship regarding all library services and programs.
- Ensure quality and relevant library services and programs for all through community member input from non-users and feedback from library users. Refine and improve services based on regular community member feedback.
- Partner with other organizations, as appropriate, to enhance services and programs, strengthen other organizations, and further limited resources.

Services

- Offer in-library and virtual services that meet the needs and interests of the varied demographics of the community.
- Provide staff assistance to the public during the hours the library is open, including help with the computers, Wi-Fi, circulation, and access to materials.
- Provide outreach services, when feasible, to those community members who may not be able to visit the library building.
- Address community member needs and interests through library services that include research assistance, readers advisory, digital literacy, information literacy, and, when feasible, community meeting space(s).

- Provide information to library users about local literacy opportunities for children, teens, adults, and/or family literacy, including those offered in the library and in other parts of the community.

Programs

- Provide interactive, age-appropriate programs for all ages and developmental levels.
 - Early literacy programs for children and their caregivers at least once a week.
 - Programs for school-aged children and teens at least twice a month.
 - Host pleasure reading and enrichment experiences, such as summer learning and after-school activities for children, teens, and families, and book discussions for adults.
 - Integrate the library into the community, such as visits to preschools, K-12 schools, or senior living, and particularly serve those who face barriers to coming to the library.
 - Host programs that value lifelong learning for all community members.
- Offer literacy programming and/or space or referrals for other agencies to teach literacy classes.
- Provide inclusive programs and services for community members of all ages, abilities, genders, ethnicities, income levels, literacy levels, language preferences, etc.
- Provide programs at times and locations convenient for the intended audience.

Making Information Readily Available to the Public

- Help with digital literacy, e-communications, business development, e-government access, test proctoring, and/or other digital access. These services may include informal, one-on-one help as well as formal training.
- Leverage partners and other resources to address local needs and interests, such as telehealth, workforce support, office productivity software, artificial intelligence (AI) searching, privacy training, security, social media, and multimedia.
- Ensure that the library website, computers, and other technology are accessible to all individuals consistent with the Americans with Disabilities Act, Colorado laws on web accessibility (C.R.S. §§ 24-85-101 – 24-85-104), and the statewide accessibility standards established by the Colorado Office of Information Technology.
- Provide, maintain, and replace technologies to offer:
 - Internet access stations (computers, laptops, etc.) for in-library use
 - Wi-Fi in the library and surrounding grounds, including in hours when the library is not open.
 - Photocopiers and scanners
- Host a website under the control of the library with anytime/anywhere access to library materials, online resources, and library information. Update library news and community information regularly. (Free-of-charge website creation and hosting is available through the Colorado State Library.)

Library Services Essentials +

Checklist for Larger Libraries

General

- Provide scheduled library outreach to various populations in locations where they are via bookmobile service, pop-up libraries, Little Free Libraries, home delivery, and/or other methods.
- Leverage local partners and community members when planning and implementing services and programs, including reaching diverse populations.
- Offer services and programs in languages spoken in the community.
- Evaluate all services and programs regularly based on input, output, and outcome measures.
- Share innovative library services and programs with other libraries in Colorado via the Colorado Virtual Library and other venues.
- Assist with or serve as a custodian of local history and/or community memory when relevant.

Making Information Readily Available to the Public

- Invest in relevant and cutting-edge technology, including staff and public training, to offer services such as, but not limited to:
 - Teleservices support, such as telehealth check out kits and/or soundproof booth
 - Audiovisual studio equipment
 - Virtual reality and/or gaming equipment and spaces
 - Electronic classrooms, in-library computer labs, and/or one-on-one tech help
 - Device check out, including laptops, Wi-Fi hotspots, tablets, etc.
 - Maker space equipment and programs
- Curate online resources to ensure public access to quality, freely available information.
- Offer youth and adults opportunities to create content by providing software, equipment, instruction, and/or mentorship.

Long Range Plan Update

Building Community

Goal #1: Civic Engagement: Foster a vibrant and inclusive civic culture by promoting civil discourse and active participation in community affairs through engaging programming, and collaborative partnerships.

Achievements to Date: In collaboration with VOICES, and the grant One Small Step, the Glenwood Springs Library is hosting youth and older adults to participate in meaningful story sharing and deep listening across generations.

Goal #2: Local History: Preserve and promote the richness of our local history by working with partners to collect, archive, and share resources that reflect the unique heritage and experiences of our community.

Achievements to Date: Ten more years of *The Valley Journal* have been digitized by Colorado Historic Newspapers. Parachute library staff are digitizing oral history cassettes from the Parachute Historical Society.

Goal #4 : 6A Groups and Underrepresented Populations: Develop and implement tailored programs and services that specifically serve and uplift underrepresented populations within our community, fostering inclusivity and equitable access to information and resources.

Achievements to Date: Sexual abuse prevention workshop held at Rifle Library, April 21st. Circle of Friends program for patrons with intellectual disabilities held twice monthly at the New Castle Library. Rifle Library recently completed a first-time homebuyer's workshop series.

Fostering Early Literacy

Goal #1: Reading Readiness: Garfield County Libraries will plan and implement outreach programs, early literacy workshops and early literacy programs.

Achievements to Date: Story time standards developed and implemented

Goal #4: Increase Community Awareness: Grow community awareness of the importance of early literacy education and skills, as well as reading to your young child 30 minutes a day.

Achievements to Date: Brain education development workshops held in Rifle for parents and caregivers to learn about healthy brain development in their children.

Enhancing Spanish Services

Goal #1: Collection Growth: We will grow our Spanish collection to better represent our communities.

Achievements to Date: New Spanish-language books from the Guadalajara Book Fair have been acquired and added to the collection.

Goal #3: Recruiting, Retaining, and Training Bilingual Staff: We will increase the number of Spanish speakers to better reflect our communities.

Achievements to Date: Bilingual staff partnered with the Human Resources department to attend three job fairs, aiming to recruit more bilingual candidates for the library district.

Goal #4: Programming: We will expand Spanish/Bilingual Programming at all branches.

Achievements to Date: Dia de los Ninos virtual event held in late April to celebrate children and foster early literacy skills.

Building Our Workforce

Goal #1: Recruit: Attract and recruit high quality talent who reflect the community we serve, demonstrate a commitment to service, strive to make a positive impact on the community, and align with GCPLD's core values and the ALA Code of Ethics.

Achievements to Date: Staff attended three career fairs in the valley.

Goal #2: Retention: Implement strategies that foster a positive work environment, professional growth opportunities, and employee support, resulting in increased employee satisfaction, higher retention rates, and a stronger, more cohesive team.

Achievements to Date: Staff committee formed to evaluate and revamp the staff intranet to enhance internal communication and employee engagement.

Goal #3: Leadership Development: Foster the growth and development of current and emerging leaders to meet organizational goals, create succession planning, and increase employee engagement.

Achievements to Date: Branch managers attended a two-day leadership development retreat.

Maintaining Beautiful Buildings

Goal #1: Beautiful Buildings: Enhance library facilities by remodeling libraries to implement new technologies, improve accessibility, increase usage, and create collaborative spaces to promote community engagement.

Achievements to Date: Parachute and New Castle library remodels are underway. Two public meetings were held in April Rifle and Silt to get community feedback on library remodel draft designs.

Finance Report, May 2025

By Kevin Hettler, Chief Financial Officer

The District's 2024 financial statement audit is scheduled to begin by May 5th. The District's auditor is McMahan & Associates who is based in Avon, CO.

The following charts depict all revenues received and expenditures made from 1/1/25 through 3/31/25.

Total revenues received as of 3/31/25 are \$2,975,225.

Total expenditures made as of 3/31/25 are \$1,766,881.

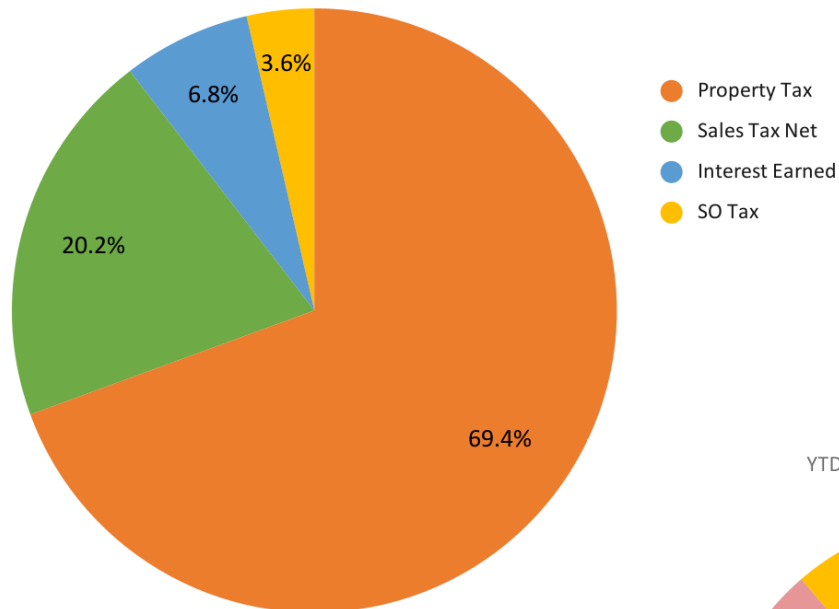
16% of the year has elapsed as of 3/31/25.

28% of budgeted revenue (\$12,866,044) has been received.

18% of budgeted expenditure (\$13,509,728) has been made.

All cash and investment accounts have been reconciled.

YTD Revenues through 3/31/2025



YTD Expenditures through 3/31/2025



Garfield County Public Library District

Profit & Loss Budget vs. Actual January through March 2025 (unaudited)

	Jan - Mar 2025 Actual	Annual Budget (As amended)	% of Annual Budget	Footnotes	Jan 2024 - Mar Actual	\$ Increase / (-Decrease) in Actual '24 to '25
Income						
40100 · Sales Tax Revenue	753,046	4,250,000	17.72%		781,259	-28,213
40102 · Sales Tax Refunds	-7,847	-80,000	9.81%		-4,137	-3,710
40200 · Property Tax Revenue	2,566,305	7,512,712	34.16%		1,790,384	775,921
40300 · Specific Ownership Tax Revenue	133,247	500,000	26.65%		145,283	-12,036
40900 · Interest Earned on Investments	252,746	600,000	42.12%		228,054	24,692
41000 · Grants	0	18,223	0.0%		19,014	-19,014
41200 · Other Revenue	7,952	30,236	26.3%		6,956	996
41210 · Lease Revenue (gasb 87)	0	10,671	0.0%		0	0
41220 · Interest Revenue (gasb 87)	0	9,202	0.0%		0	0
41300 · Solar Rebates	982	7,000	14.03%		982	0
42000 · Branch Revenues	3,285	8,000	41.06%		12,967	-9,682

		3,709,716	12,866,044	28.83%		2,980,762
						728,954
Total Income						
Expense						
50001 · TREASURER'S FEES		73,768	243,654	30.28%		59,027
50005 · DEBT SERVICE		0	1,673,739	0.0%		0
51000 · EMPLOYEE COSTS		1,274,974	6,091,082	20.93%		1,143,497
52000 · LIBRARY SERVICES		368,459	1,611,783	22.86%		504,534
53000 · PROFESSIONAL SERVICES		65,558	228,791	28.65%		50,239
54000 · BUILDING OVERHEAD		176,519	942,069.00	18.74%		169,303
54500 · BUILDING REFRESH, FURNITURE,IMPROV		284,469	2,209,000.00	12.88%	1.	19,375
55000 · EQUIPMENT		72,322	175,590	41.19%	2.	221,443
56000 · OTHER OVERHEAD		87,401	98,893	88.38%	3.	80,462
57000 · ADVERTISING & MARKETING		25,340	144,660	17.52%		34,941
58000 · VEHICLES		1,992	18,400	10.83%		4,581
59000 · PARTNERSHIPS		41,238	72,067	57.22%	4.	39,647
		2,472,040	13,509,728	18.3%		2,327,049
Total Expense						
Net Income		1,237,676	(643,684)			653,713
						583,963

Footnotes:

1. Includes deposit on NC & PA furniture/shelving replacement and SI awning projects
2. Includes 39 computer replacements as part of the replacement schedule
3. Includes annual Property and Liability insurance premium
4. Includes annual membership in CLEER and 1/2 Cooper Commons(GW) assessment

Garfield County Public Library District

Balance Sheet as of March 31, 2025 (unaudited)

	Mar 31, 25
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ASSETS	
Current Assets	
Checking/Savings	
10010 · Alpine Bank- Gen(..7072)	1,501,654
10050 · Colo Trust - General	24,016,220
10055 · C-Safe	61,113
10060 · Alpine Bank- Payroll(..8785)	626
10070 · Alpine Bank - Flex(..0583)	2,208
10300 · Petty Cash- Cash drawer fund	975
11010 · CS-23652000-Annual Interest Pmt	163
11050 · CS-23652001-Annual Princ. Pmt	1,522
Total Checking/Savings	25,584,482
Other Current Assets	
12050 · Sales tax transfer by Treasurer	422,422
12100 · Property tax transfer by Treas	7,530,742
12250 · Leases Receivable	394,952
Total Other Current Assets	8,348,117
Total Current Assets	33,932,599
Other Assets	
18400 · Prepaid Exps	39,910
19150 · Due to/fr Employees	6
Total Other Assets	39,916
TOTAL ASSETS	33,972,514
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
20000 · Accounts Payable	73,258
20510 · Alpine Bank Purchase Card	10,653

20660 · Grants Payable	1,030
21105 · FLEX payable	2,883
21200 · Payroll Payable-	119,877
Total Current Liabilities	207,701
Long Term Liabilities	
22000 · Deferred Sales tax Revenue	422,422
22100 · Deferred Property Tax Revenue	7,530,742
22250 · Deferred inflow - verizon lease	394,952
Total Long Term Liabilities	8,348,117
Total Liabilities	8,555,818
Equity	
30000 · Unassigned Fund Balance	17,225,597
30005 · Non-Spendable Fund Balance	39,910
30010 · Restricted Fund Balance	502,000
30100 · Retained Earnings	6,411,515
Net Income	1,237,675
Total Equity	25,416,697
TOTAL LIABILITIES & EQUITY	33,972,514

SALES TAX COMPARISON REPORT

	2022	% Incr / Decr- from prior yr	2023	% Incr / Decr- from prior yr	2024	% Incr / Decr- from prior yr	2025	% Incr / Decr- from prior yr
January	282,424	18.84%	335,756	18.88%	354,406	5.55%	329,554	-7.01%
February	313,057	38.77%	321,339	2.65%	333,667	3.84%		0
March	293,864	-2.79%	395,860	34.71%	359,245	-9.25%		0
April	356,616	14.18%	369,806	3.70%	355,806	-3.79%		0
May	357,069	-1.73%	411,191	15.16%	383,795	-6.66%		0
June	414,125	16.96%	434,621	4.95%	421,163	-3.10%		0
July	414,876	16.86%	437,100	5.36%	425,890	-2.56%		0
August	434,259	36.78%	446,230	2.76%	424,282	-4.92%		0
September	408,238	13.99%	431,588	5.72%	418,498	-3.03%		0
October	390,687	17.51%	409,220	4.74%	395,722	-3.30%		0
November	375,740	20.93%	381,767	1.60%	374,221	-1.98%		0
December	425,100	13.22%	424,728	-0.09%	418,312	-1.51%		0
TOTAL	4,466,056	16.17%	4,799,205	7.46%	4,665,007	-2.80%	329,554	-7.01%

Human Resources Report, May 2025

By Kim Owens, HR Director

April 7 - 11 was National Library Week. The Employee Appreciation Committee designed a fun week for staff to participate in with unique themes for each day, and educational information for patrons.

Staff Education and Development update

Four staff members are scheduled for a field trip to the Eagle Library on April 22. They will meet with library staff, explore the collection, and come back with fresh ideas and perspectives.

The Branch Managers are participating in an off-site retreat focusing on further development of leadership skills.

Recruiting and Staffing update

The Collection Development Manager started work on April 7. A custom onboarding plan laying out the first 90 days was provided to her to support her in her role and help build the bridge between this new position and staff across the District.

Staff hosted booths at three job fairs between March 20 and April 16. We promoted our Youth Services Internship positions and library resources for students and job seekers.

Staffing Report - Since 3/21/2025

New Hires: 2

- Library Assistant - Parachute, 24hrs/week - 4/2/2025
- Collection Development Manager - Support Services, 40hrs/week - 4/7/2025

Promotions/Transfers: 1

- Library Associate - Glenwood, 28hrs/week promoted to Library Associate, 40hrs/week - Glenwood - 4/13/2025

Vacancies: 13

- *Library Assistant - Silt, 28hrs/week - offer pending*
- Library Assistant - Glenwood, 28hrs/week
- Library Associate - Carbondale, 15hrs/week
- Library Page - Carbondale, 10hrs/week
- Substitute Library Assistant - Carbondale
- Youth Services Interns - one at each branch

- Youth Services Coordinator – Carbondale, 40hrs/week
- Library Associate – New Castle, 24hrs/week – *internal transfer approved, effective date TBD*

Departures: 2

- Substitute Library Assistant - New Castle - 4/14/2025
- Substitute Library Assistant - Carbondale - 4/18/2025

Additional Staffing Information:

Headcount as of 4/18/2025 (includes staff who are on extended leave):

- 94 total staff members (includes Subs)
- 48 benefit-eligible staff (32 - 40 hours per week); 30 part-time staff (less than 32 hours per week); 16 Substitutes (no regularly scheduled hours)
- 63.2 FTE

Active FT & PT Staff Stats by Location – 4/18/2025					
<u>Location</u>	<u>FTE</u>	<u>Total Staff Count</u>	<u>Scheduled Staff Hours per Week (total of all staff)</u>	<u>Count of Benefit Eligible Staff (over 32 hours)</u>	<u>Count of Staff not eligible for Benefits (under 32 hours)</u>
Carbondale	8.45	13	338	4	9
Glenwood	8.45	11	338	6	5
New Castle	6.15	8	246	4	4
Silt	5.25	6	210	5	1
Rifle	8.45	11	338	5	6
Parachute	6.05	8	242	4	4
Support Services	20.40	21	816	20	1
Grand Total	63.2	78	2528	48	30

Branch Libraries Report, May, 2025

By Nancy Barnes, Branch Libraries Director

Branch managers participated in a two-day workshop focused on leadership development and core leadership principles, facilitated by CURA HR consultant Jessica Junker. During the workshop, managers had the opportunity to create personalized action plans to support their ongoing professional growth.

Throughout April and continuing into May, the libraries welcome local preschool and kindergarten classes in support of Raising a Reader's "Blue Bag Days." Each child receives a library card and a signature blue book bag before exploring the library and checking out books. This annual collaboration promotes early literacy and introduces young readers to lifelong library engagement.

The district's Youth Services Coordinators launched the "1000 Books Before Kindergarten" initiative which has been met with strong community enthusiasm. The program goal is to encourage families to read 1,000 books with their child before they begin kindergarten. By reaching families before formal schooling begins, the program helps bridge learning gaps and supports literacy development.

Carbondale:

The Carbondale staff had a great time celebrating National Library Week with the community. Nearly 500 people attended the library's seven events throughout the week, including a packed house for the "It's Your Right to Read" event with Jamie LaRue and an after-hours Bingo for Books event. Seventy-five people stopped by for donuts and coffee on Monday morning, and the week was filled with wishes of "Happy Library Week!" from patrons. Staff gave out nearly 100 yard signs, and it's been great to see the bright yellow signs popping up all over town.

Glenwood Springs:

The Glenwood Art Guild launched its spring exhibition with a well-attended reception for both artists and library visitors. More than 50 pieces of artwork are currently on display, with awards to be presented to selected paintings based on visitor votes.

Rebecca Rubio Salazar has been promoted to the role of full-time Library Associate. She has served in a part-time capacity for over two years, making significant contributions to both the branch and the district—particularly through her leadership as co-chair of the Spanish Services Team.

In January, the library district implemented a new meeting room booking system. Over the past three months, the three largest meeting rooms have hosted 432 events, totaling more than 1,000 hours of use. These bookings include a mix of library-led programs and events organized by community groups.

The Youth Services Coordinator recently introduced a "Mommy Meet Up" program, which has already drawn participation from over 10 families.

New Castle:

Construction has been underway for just over a month, and there's been substantial progress. Walls have been removed and rebuilt, and fresh paint has been applied in the staff area, exhibit room, and workshop. Demolition has started in the study rooms and children's area, including the removal of the mountain-themed structures. FCI continues to demonstrate professionalism and strong communication. Weekly site meetings

ensure quality control and timely updates. Our superintendent, Levelle, has kept the site clean and organized, and regularly checks in for clarity when needed.

While construction has impacted foot traffic and program attendance, staff remain committed to providing service to the community. Programming highlights include bi-monthly adult take-home craft kits. Staff member Stacy launched Ageless Grace programming in April. This monthly senior wellness program is in partnership with Lakota Ridge and New Castle Senior Housing. The first session was well-received. Upcoming adult events include *The Public Library* documentary screening on May 28th and *Sewing 101* on May 30th.

Rifle:

April was a dynamic month at the Rifle Library, marked by impactful programs, new initiatives, and continued community engagement.

The library hosted an in-person workshop titled *Learn How to Become a Successful Homeowner*, providing attendees with practical guidance on the home-buying process. Participants had the opportunity to earn a one-year CHFA certification. This well-attended event supported financial literacy and housing preparedness in the community.

A new support group for breastfeeding parents launched in April, offering a welcoming space for new and expecting mothers to share experiences and build connections. This ongoing program strengthens community ties and supports early childhood development.

Meghan Hurley presented *The Power of Prevention: Tools for Safer Communities*, a session focused on ten key strategies for preventing child sexual abuse. The program promoted proactive parenting, safety awareness, and open communication.

Parents attended an engaging workshop on early brain development, learning practical ways to support their children's growth through positive, intentional interactions. A concurrent activity for children added an interactive, family-friendly element to the event.

Silt:

The Silt Branch Library will host its first Military Appreciation Event on May 10th to honor and celebrate local veterans, active-duty service members, and military families. This community-centered event includes a formal ceremony with fun activities for all ages including music and food. The schedule of events follows:

11am: The National Anthem, Pledge of Allegiance, and a moment of silence.

11:30am: Opening remarks and guest speaker, Devon DuBois.

12pm: Food

1pm: Live music

11am - 4pm: Historical displays courtesy of the Silt Historical Society, letter-writing and card-making stations, outdoor games, veteran resource booths.

Parachute:

The Parachute Library has entered Phase Two of its remodel. During this phase, the branch has transitioned fully to curbside service and has adjusted its open hours accordingly. Available curbside services include printing, faxing, scanning, copying, and hold pickups. These temporary service modifications will remain in effect until the completion of Phase Two.

Throughout this period, staff members are also providing support to other branches and contributing to district-wide initiatives.

Despite the remodel, the library continues to offer regular programming, including storytime, the monthly book club, and the upcoming Mother's Day Cake Decorating event.



Demolition work at the Parachute library.

Circulation and Collections Report, May, 2025

By Jenn Cook, Technical Services Director

Welcome Caroline McIntyre

Caroline, our new Collection Development Manager, joined us on April 7 from the Eaton Public Library in the High Plains Library District. Caroline has experience in both public library services and collection development. She looks forward to developing relationships with branch staff and District leadership and integrating into the Garfield County community. We are excited to have her take over the day-to-day management of collection development processes.

Public Library Annual Report (PLAR)

The Public Library Annual Report (PLAR) is mandated by state law and managed by the Colorado State Library. It covers library resources and services, including:

- Demographics
- Staffing
- Service hours
- Financial data
- Collection and circulation
- Technology
- Programs and services
- Reconsideration requests

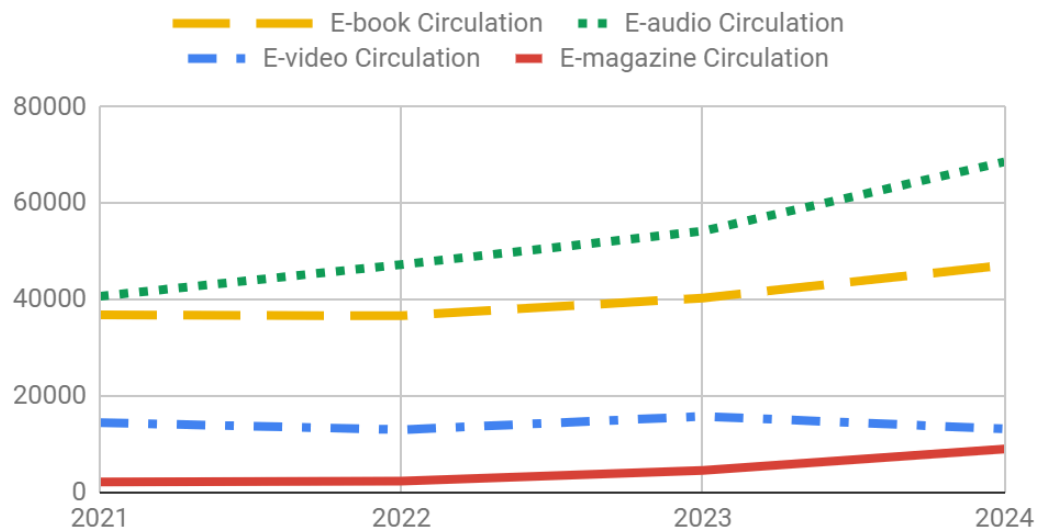
The report provides statistics for evaluating a library's performance against Colorado peers. GCPLD's full report is available here: [2024 PLAR](#). More historical data is available on the [Library Research Service \(LRS\)](#) website, but 2024 data has not yet been loaded to the dashboard.

New this year, the PLAR required us to report digital usage of e-books, e-audiobooks, e-videos, and e-magazines individually. This prompted me to compile similar data from previous years for comparison.

Here are a few key observations:

- E-audiobooks have remained the most popular digital material since 2021.
- Usage of e-books and e-magazines is slowly increasing the past two years, following a period of more steady usage.
- Patron usage of e-videos remains low but fairly consistent.

Digital Materials Usage 2021-2024



Expanded International News Coverage

Our patrons' use of digital newspaper databases has increased dramatically. The newspaper industry is changing significantly as digital media grows and readers' preferences change. Print circulation and advertising revenue are decreasing, and delivering newspapers is becoming more difficult and costly due to labor shortages and rising costs of newsprint and fuel. As a result, some newspapers have switched to postal delivery, which means our patrons would not have same-day access to the news in print.

To meet the digital demand for news, we have expanded our resources with [Newsbank Access World News](#). It includes current and archived news content (with backfiles starting in the 1980s) and is remotely accessible 24/7 on any device. It contains more than 14,500 international sources from over 200 countries and territories. With this access, patrons can explore different perspectives, track issues over time, and see the impact at the local, national, or global levels.

Marketing Report, May, 2025

By James Larson, Communications and Marketing Director

Subheading

body

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body

Subheading

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Social media analytics

Top Facebook Posts

Top Instagram Posts

In the news

Programs and Events, 2025

By Alex Garcia-Bernal, Education & Events Manager

Special Events:

StorytimesPrograms and Events, March 2025

By Alex Garcia-Bernal, Education & Events Manager

Special Events:

Each of the GCPLD libraries hosted a teen tech hour, in the first week of March, with Cook Inclusive, in which patrons were invited to check out new and old tech games and gadgets. The Cook Inclusive partnership will create regular tech gadget programs at each library as needed from now on.

The Glenwood Springs Library hosted a special presentation with the Glenwood Springs Historical Society on the ancient Ute Trails on Thursday March 13th. The Rifle Library hosted a special Paws and Tails adoption event with our pet shelter on Friday March 21st. They also hosted a special presentation on Breast Feeding Health on Friday March 21st. They also hosted a special bilingual presentation on The Optimal Diet for Human Health and the Health of the Planet on Wednesday March 26th.

The Silt Library hosted a special presentation on living off grid, Pioneering for the Modern Day, on Saturday March 29th. The Rifle library hosted a special program on Community Seed Distribution, which works in conjunction with our seed libraries, on Saturday March 29th. The Seed Library opened up with a presentation at the New Castle library on Tuesday April 1st.

Storytimes:

The Carbondale Library hosted their Preschool Story time each Friday, their Bilingual Storytime each other Saturday, their Baby Storytime and Toddler Storytime each Tuesday in March. The Parachute library hosted their monthly Cozy Corner Storytime Monday March 3rd. The Silt Library hosted their regular story time each Monday in March. The Rifle Library hosted their Bilingual Sensory Storytime on Tuesday March 4th and 18th , their regular Storytime each Thursday in March, and their Bilingual Baby Storytime on Mondays March 10th and 24th. The New Castle Library hosted their regular Storytime and their Toddler Storytime each Tuesday, and their regular Storytime each Wednesday in March. The Glenwood Springs Library hosted their new Baby Story Time, Bookworm Babies, their Pre School Storytime each Tuesday in March, their new math Storytime program, ABC 123, each Wednesday in March, and their Sensory Storytime program, Sense-ational Stories and Squiggles each Thursday in March . The Parachute Library hosted a Spanish Storytime, Hora de Cuentos, offsite each Wednesday in March.

Library Children Events:

All libraries hosted their School's Out Spark programs once per week in March. The Rifle Library hosted their Sensory Playgroup and Preschool Playgroup on Wednesdays, sunsetting the program after Wednesday March 19th.

The Carbondale and Glenwood libraries hosted their Stay and Play program, Get the Wiggles Out each Thursday in March. The Silt Library hosted their Stay and Play program, Shake Your Sillies Out, and their Meal Monkey food handout each Friday in March. The Carbondale and Glenwood libraries hosted their Stay and Play program, Get the Wiggles Out each Thursday in March. The Rifle Library hosted their sensory STEM club on Friday March 7th.

Partnered Children Events:

All libraries hosted their Spanish language story times once per week with Raising a Reader in the month of March. All libraries hosted one monthly Science Exploration Hour with the Aspen Science Center in the month of March, either as a special program or as part of Spark, and one Spanish Language Science Exploration Hour every other month. The Carbondale Library continued their Paws to Read story time program with the animal shelter on Tuesdays March 4th, and 18th.

Teen/Tween Events:

The Silt Library brought back their Teen Gaming club, Game On and hosted it on Saturdays March 1st and 15th. The Glenwood Springs Library hosted their Magic the Gathering game club on Saturday March 1st. The Rifle Library hosted their teen club, Madness Mondays weekly in March. The Parachute Library hosted their Dungeons and Dragons game club on Tuesday March 4th. The Carbondale Library hosted their Coding Club with the Aspen Science Center on Tuesdays 11th and 25th. The Parachute Library hosted their Artful Tuesdays program on March 11th and 25th. The Glenwood Springs Library hosted their Dungeons and Dragons program on Saturday March 15th. The Parachute Library hosted a Teen Creative Writing Club on Thursday March 20th.

Family Events:

The Rifle Library hosted their Homeschool Curious Minds club each Thursday in March. The Silt Library hosted their monthly Family Game night on Thursday March 6th and their Bilingual Loteria Game Night on Thursday March 13th. The Glenwood Library hosted their Family Community Movie Night on Tuesday March 18th and

their Game Night on Friday March 21st, and their Monday Mommy Meet-Up social program on March 24th and 31st. The Parachute Library hosted their movie night, Lights Camera, Library! On Friday March 28th.

Book Clubs:

The Rifle Library hosted their Reading 101 Book Club on each Wednesday in March, and their Friends of the Library Book Club on Wednesdays March 12th. The Carbondale library began hosting a Graphic Novel Club on Thursday March 6th. The Glenwood Springs Library hosted their monthly Spanish book club, Entre Las Paginas on Saturday March 8th. The Carbondale Library hosted their Nonfiction Bookclub on Thursday March 13th and began hosting a monthly Spanish Bookclub on Thursday March 13th. The Parachute Library hosted their Food For Thought Cookbook Club on Thursday March 13th. The Carbondale Library hosted their Third Thursday Bookclub on March 20th. The Silt library also hosted their monthly Book Club on Thursday March 20th. The Parachute Library hosted their fantasy bookclub, Escape Reality on Sunday March 23rd. The Carbondale library hosted their Last Monday Bookclub on March 31st.

Partnered Adult Events:

The Carbondale Library hosted their partnered Open Hours program with English in Action each Monday in March. The Rifle Library continues to host open Discovery Cafe hours from 10:00am to 4:00pm, Monday through Friday in March. The Rifle Library hosted their ESL classes with CMC on each Tuesday and Wednesday in March. The Carbondale Library hosted their CMC Open Hours each Wednesday in March. The Glenwood Springs Library hosted their memoir writing club, Your Story Your Life on Friday March 7th and 21st. They also hosted their Let's Chat Mental Health program with the Garfield County Public Health Department on Tuesday March 25th.

Adults Arts and Crafts:

The Carbondale Library hosted their Nature Journaling program on Friday March 7th and their knitting club, In Stitches, each Monday in March. The Glenwood Springs Library hosted their Writer's Workshop on Thursdays March 13th and 27th. The New Castle library hosted a photography program, Capture the Moment, on Saturday March 15th. The Carbondale Library hosted their monthly Poets and Writer's Group on Sunday March 16th.

Adult Education Events:

The Rifle Library hosted their Basic Computer classes on Tuesdays March 11th and 25th and their English/Spanish conversation circle each Wednesday in March.

Events for Seniors:

The Glenwood Springs Library hosted their Tai Chi for Seniors each Wednesday and Saturday in March, their Wonderful Wednesday program on March 12th. The Silt Library hosted their Tai Chi for Seniors each Wednesday in March. The Carbondale Library hosted their senior fitness program, Move From Your Center each Wednesday in March. The Silt Library hosted their Computer Basics for Seniors on Monday March 3rd.

Adult Social Events:

The Carbondale Library hosted their Art of Random Conversations program on Sunday March 2nd. The Glenwood Springs Library hosted their new Mah Jongg game program each Tuesday in March. The Rifle hosted their adult Dungeons and Dragons club on Sundays March 9th and 23rd. The Glenwood Springs Library hosted their reading of Shakespeare program, Demystifying Shakespeare, on Tuesday March 11th. The New Castle Library hosted their Circle of Friends program, in which people with disabilities have a social hour, on Thursdays March 13th and 27th. The Rifle library began hosting a weekly Spanish language program for self improvement on Monday March 17th and continued each Monday in March. The Glenwood Springs Library hosted their Chess Club on Thursday March 20th.

Concerts, Films, and Author Presentations:

The Carbondale Library hosted a Meet the Author presentation featuring Konrad Nau on Wednesday March 19th.

Upcoming Events:

The Garfield County Libraries will be hosting a virtual Dia del Niño (Day of the Young Child) Celebration on Saturday April 26th. The Library will also be in attendance at the City of Rifle's Cinco de Mayo Celebration on Friday May 2nd.

The Glenwood Springs Library will be hosting our annual Comic Book Day Festival on Saturday May 3rd. The Silt Library is hosting our first Military Appreciation Celebration on May 10th. The next Human Library program will be hosted at the Rifle Library on Sunday May 18th.

Facilities, May, 2025

By Jon Medrano, Facilities Manager

Library Reconfiguration for Parachute & New Castle Branches - UPDATE

This large remodel project began on March 10th, simultaneously at both library locations. The general contractor FCI, along with the branch staff have displayed such great effort in proceeding with the scope of work. Some highlights at the Parachute Branch: As of now, phase 2 has begun which involves staff overseeing curbside service to the community. The lobby, restrooms, circ area, children's area and public space are being renovated. There were three days where staff needed to close the branch due to the excessively loud work of concrete cutting. A notification was immediately sent out to the community to make them aware. The new staff area is nearing completion. Some highlights at the New Castle Branch: The new staff area in terms of construction is also nearing completion. The new Makerspace room and Exhibit room are coming along according to schedule. The construction crew removed all of the mountain partitions in the children's area. FCI was gracious to work with staff to utilize pieces of the mountains and incorporate them as accent pieces in other parts of the library. One major update is the carpet flooring. There was a delay for the arrival of the carpet at both branches, which caused a delay in the flooring installation. However, FCI has taken great strides to maintain project goals in a timely manner. New Castle is still aimed to be completed by the end of May. The Parachute Branch is set to be completed by the first week of June.

Library Reconfiguration for Rifle & Silt Branches - UPDATE

The Facilities Manager would like to thank both Branch Managers of Rifle and Silt, as well as the Branch Libraries Director for participating in this wonderful presentation event. Two events took place in the month of April that allowed for patrons to get a glimpse of the current conceptual designs as well as provide meaningful feedback regarding library services. The Facilities Manager will take time to consolidate all of the feedback and create a report to send back to the architectural firm the library has been partnering with in this remodel project. A project meeting will soon follow.

Silt Shade Awning - UPDATE

A local general contractor has been making great progress on the large steel awning that is being installed over the patio, located on the south side of the building. The entire patio is currently deemed an active workzone and is closed off for the duration of the project. At this time, the steel and high grade lumber is being fabricated offsite. Once the materials are ready, they will be delivered to the Silt Branch to be assembled and installed. The project is on schedule to be completed by the end of May.

Trane Visit to GCPLD

The Facilities Manager and the Trane service account manager took a tour of the Rifle, Silt, Glenwood Springs and Carbondale Branch libraries. The purpose of this event was to assess all of the major components of the

HVAC equipment. The goal is to prepare for equipment nearing end of life use and correct any components in order to optimize energy efficiency. CLEER Energy will be a key partner in this building efficiency initiative.

Landscaping Maintenance at Carbondale & Glenwood Branch Libraries

The Facilities Manager is seeking bids to partner with a local landscaping company to oversee the Carbondale and Glenwood Springs Branch properties. Formerly, it was another local company. They informed the Facilities Department that there was a need to discontinue those two properties in order to better serve their down valley clients. It was an economical decision on their part. The aim is to have at least two bids to compare and move forward with the one that fits the library's needs most.

Lighting Upgrades at the Rifle Branch's Community Room

The Facilities Manager reached out to a lighting and electric company in order to assist with some lighting upgrades at the Rifle Branch Community Room. The room lighting controls over years have seen a lot of use and there was found to be a lost connection between the controller and some of the room fixtures. The room is now functional and the controller can operate all lighting in the large room.

New OPAC Installation at Carbondale & Glenwood Springs

The Facilities Manager worked with Marmot Library Network in order to provide new OPAC's for the Carbondale and Glenwood Spring Branch Libraries. These devices allow patrons to browse the GCPLD collection among other services. The other remaining 4 branches will also see similar upgrades.