

Agenda

Garfield County Public Library District Board of Trustees Meeting

Date: Thursday, June 5, 2025, 2:00 PM
Carbondale Branch Library, 320 Sopris Ave.,
Carbondale, 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 May 1, 2025 (pp. x-xx)
- B. Claims for Board Approval: General Fund April 16 - May 15, 2025 (pp. x-x); Alpine Bank Credit Card Statement April 2025 (pp. x-xx)

III. ACTION ITEMS

- A.

IV. DISCUSSION ITEMS

- A. Management Report, Jamie LaRue (pp. x-xx)
 - a. Board norms
 - b. Responding to ICE inquiries
- B. Book selection / Reconsideration training, Jamie LaRue
- C. Finance Report, Kevin Hettler (pp. x-xx)

- D. Carbondale Branch Library report, Tracy Kallassy
- E. Trustee reports and comments, All Trustees

V. Executive Session, under §24-6-402(4)(f), C.R.S., to discuss personnel matters, specifically, the annual performance evaluation of Executive Director Jamie LaRue.

Next Board Meetings:

Regular Meeting: Thursday, July 10, 2025, 2:00 PM, Location: Glenwood Springs Branch Library

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: Parachute Town Hall

Date: May 1, 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:

Judith Hayward
Sallie Moore
John Lepkowski
Robin Pruett
Trish O'Grady
Salomi Gonzalez
Kevin O'Brien
Carol O'Brien
Mae Gray
Lynda Prendigas
Susan Use
Kim Seter (Legal council)

Zoom Public:

Lisa Moretti
Veronica Baker
Megan Webber
Britton Fletchall
Katrina McAlpine

Brittany Cocina
Willow Brotzman
Logan Davis
Ashley Stahl
Travis Elliott
Mercedes-Lupita Reyes
Tela Forehand

Zoom Staff:

Karen Sandblom
Darla Baumli
Emily Hisel
Ivett Sanchez
Laura West
Marcy Garcia
Fernanda Flesner
Jackie Skala
Tamara Ochoa
Kim Benson
Amy Tonozzi
Suzy Meredith-Orr
Jen Callison

Staff Members Present:

Kim Owens
Eileen Cummings
Jon Medrano
James Larson
Amarada Fregoso
Ana Gaytan
Jamie LaRue
Kevin Hettler
Nancy Barnes

Caroline McIntyre
Sara Friend
Rob Zimmermann
Abraham Korah

a. Public Participation: 3 minutes per person

- 1) Sally Moore - Parachute led the Pledge of Allegiance
- 2) John Lepkowski -Silt homeowner; Concerned Silt Library is still grooming children. Wants mature books moved and out of the reach of children. Wants proof that it is against the constitution to move the books. Requested documentation. I want common sense to put the books in a glass case. Discussed ages to get into a porn store and R rated movies. Spoke to kids 13 and 14 year old and knew all about the books.
- 3) Trish O'Grady, Rifle - Letter sent to ALL board members concerning the confrontation with Myrna Fletchall at the March meeting concerning the documents concerning public information for employee salary evaluations. Trish would like Adrian to resign because of her denial of the request for documents. Trish agrees with Myrna that Adrian is a bully. She wants Adrian to make a public apology. I would like Adrian to resign because she and Myrna's relationship will not change. Quotes from the Bible.
- 4) Robin Pruett, Silt - Her husband graduated CU Boulder. She believes Boulder has lost its way. The tide is turning and if the board is not on board they are going to get left behind. People don't like what's being shoved down their throats. She feels the books are disgusting. She says people thank her all the time for making a stand.
- 5) Carole O'Brien, New Castle - when people apply for this Board, they receive a packet of rules and regulations. The BOCC feels they have a group think. This says that the Board should work as a group not on their individual feelings. SHE believes Myrna is disrespectful and does not follow the rules and is disrespectful. She feels Myrna has a personal agenda that she is trying to weaponize her agenda or the agenda dedicated to by the BOCC against the library board.
- 6) Mae Gray, New Castle - Loves her community! Speak to what Susan has to say. Mae believes the board needs to get a handle on what is going on within the board. Myrna brought chaos and it has gone too far. Project 2025 is real. The public is watching it in real time. I would like the board to get this under control. Does not believe BOCC should have taken control.
- 7) Susan Use, GWS Project 2025 Myrna Fletchall came on the board and brought 2025 with her political agenda and she has created chaos. Myrna is trying to take control of the board. Myrna is targeting Adrian and retaliates against Susan when she wouldn't jump on the bandwagon to attack people trying to do good. She has no allegiance to the Board she is allied to project 2025 Susan wants Myrna to apologize to Adrian, Jamie, and herself

b. Approval of the agenda

1. Brit McLin motioned to approve the agenda, Tony Hershey seconded.
2. Stephanie would like to discuss the book situation as a new member for some clarity. Adrian would like to table it and discuss it at the Board retreat. Tony would like to add it to the agenda . Myrna would like it added to the agenda not at the board meeting. Myrna would like to amend the agenda to discuss the books today. Adriand requested to put it on the June agenda.
Myrna motion to add to June agenda .
3. Motion passed.

2. **CONSENT AGENDA FOR APPROVAL**

- . Minutes of Library Board meeting April 3, 2025 (pp. 3-7)
 1. John Mallonee motioned to approve Michelle Foster seconded.
 2. Motion passed
- b. Claims for Board Approval: General Fund Feb 16, 2025 through March 15, 2025 (pp. 6-10); Alpine Bank Credit Card Statement March 31, 2025 (pp. 11-15)
 1. Brit McLin motioned to approve, Tony Hershey seconded.
 2. Motion passed

3. **ACTION ITEMS**

- a. Glenwood Springs Urban Renewal Authority appointment New appointment for the Urban Renewal Authority. Brit McLin nominated Tony Hershey and it was seconded by Myrna Fletchall. Tony was appointed by the board (GWS Rep)
- b. Presentation by Grand Valley Historical Society
Judith Hayward - Parachute Welcome to the TOWN Council Chambers . SHE is president of the Grand Valley Historical Society. They wishes to donate a metal sculpture to the Parachute Library history nook. Would also like to donate some pictures to the history nook as well. The historical society is sponsoring the museum being made in Parachute. The historical society would like to be part of the renovation and donate the sculpture. Michelle is the VP of the historical society and she says they have been working on this project for a while. This sculpture was found by Eva Lanes and research will be done for proper display for the sculpture. The sculpture is given in perpetuity. Adrian said there will be a future discussion of "Friends Of the Library". Brit asked if this should be going through the Parachute Branch Library first This has been vetted by the parachute library. Brit McLin moves to accept the gracious donation, Tony Hershey seconded.
- c. Motion passed.

4. **DISCUSSION ITEMS**

- Management Report, Jamie LaRue (pp. 16-21)
 1. Introduction of Caroline McNyre to the board and public
 2. Won local choice awards. Jamie won best librarian, Ana was a finalist SRP finalist for best program
 3. Colorado Library Statistics sheet introduced to board and public

4. Follow-up to last meeting by James has prepared an annual report and will updating to the website
5. ALA update on demands made by parents, groups and activists to remove books
New data the majority of book censorship requests are coming from organized movements, pressure groups, government entities, (72%) only 16% by parents
6. Status of programs standards Rural libraries are leading the standards and that GCPLD is hitting all the standards. acknowledge the staffs' success
7. Dia de Los Ninos program dropped to 25 participants on line versus in person. 700 take and make kits were given out across the District. We are meeting the community needs.
Stephanie question about LRP #4 sexual abuse prevention workshop at all the branches? Nancy, no plans right now. Stephanie sited a group called River Ridge that we could look into as a partner.
8. Jamie will be working with Mountain Plains teaching leadership program
9. Jamie will be giving Keynote Speech at Utah library
10. Tour of Parachute library tour
11. Working on details for Board Retreat May 17, 2025 work session public can attend but not participate. will be available via ZOOM

- Finance Report, Kevin Hettler (pp. 22-27)
 1. Stephanie: didnt notice legal services being this high this past months, is that because of open records requests? (CORA)
 2. Myrna: How many hours went to the CORA request for correspondence, not sure how many hours were incurred but the cost was \$2,000.00.
costs to be forwarded to the CORA request? No, It took longer than 7 days to gather info so the library paid the cost.
 3. Question about a federal grant for our broad band we received a 70% subsidy for our internet. Is it affected by Federal government changes? We have received the approval for the subsidy from the Federal government this year. We pay about \$36,000.00 annual for broadband. It is a year by year commitment.
 4. Safety grant for reimbursement for \$3,500.00 for security guard in GWS.
 5. Kevin attended an oil and gas symposium. Key takeaways: energy diversification is very important. Lack of energy diversification can lead to loss of reliability. Renewables can lead to loss of power due to unusual weather cycles. Natural gas and clean coal is still needed as a main source of energy. There is not enough storage for renewables. Storage units for these renewables have not even begun. Another take away is the Level of regulation that has come through the state legislature concerning environmental impacts 40 new rules since Senate Bill 181. Many operators are having a difficult time adhering to all the changing rules. The energy sector is being pushed out of Colorado. Moving to Wyoming, Dakotas, Utah, and Oklahoma. Oil production is dropping in Colorado . The natural gas industry is maintaining. Economists are predicting BTU value will increase.
The industry is unstable since we do not know what will happen with tariffs. Wells become less and less efficient over time.
Stephanie likes the idea of educating our communities about our local energy needs. Myrna wants Kevin to put together a round table by the next meeting to

discuss options and educate the community. Jamie said he will think about how we can proceed on educating the communities.

Michelle said gas prices are down.

Kevin's story: Congratulate Jamie and Ana for winning library awards. Appreciation to Jamie for being the best boss he's ever had. Jamie values his employees and fosters a workplace of trust and is a collaborator. And that everyone matters. He leads with vision and is able to be grounded in the daily work. Jamie is a mentor and a role model.

- Branch Library report, Amaranda Fregoso
 1. Led a tour of the Parachute Branch Library, it is being renovated.
- Trustee reports and comments, All Trustees
 1. John Mallonee - is uncomfortable not standing for the pledge but feels forced. congrats to Jamie and Ana. Cases with the supreme court religious opt outs for child curriculums. The Supreme Court made sure that it was not about removing books. Case not library specific.
 2. Adrian Rippey-Sheehy - none
 3. Tony Hershey - none
 4. Michelle Foster - Amaranda will be the president of local Kiwanis Club
 5. Brit McLin - none
 6. Myrna Fletchall - none

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, June 5, 2025, 2:00 PM; Location: Carbondale Branch,

Prepared by: James LaRue, Executive Director.

Claims for Board Approval

Alpine Bank Checking April 16 through May 15, 2025

Date	Num	Name	Memo	Amount
10010 · Alpine Bank- Gen(..7072)				
04/20/2025	Eft	Tiger, Inc.	gas delivery	2,090.39
04/21/2025	Eft	CenturyLink	Elevator and fire alarm telephone	428.52
04/21/2025	Eft	City of Glenwood Springs	Electricity	772.83
04/21/2025	Eft	City of Rifle	Water / sewer	161.14
04/21/2025	Eft	Town of New Castle	Water / sewer	239.73
04/21/2025	Eft	Town of Silt	Water / sewer	229.19
04/21/2025	Eft	WEX Bank	March vehicle fuel	674.04
04/21/2025	Eft	Xcel Energy	NC PA RI SI CA electricity	3,096.74
04/21/2025	Eft	Amazon .com	April supply purchases/SRC	8,060.13
04/23/2025	Eft	Waste Management	RI CA NC trash / recycling	697.99
04/24/2025	Eft	CRA	Retirement plan contributions	10,782.18
04/24/2025	Eft	CRA	Retirement plan contributions	6,374.67
04/28/2025	Eft	Masters Telecom LLC	Fax service	178.77
04/29/2025	Eft	Black Hills Energy	GW and CA gas	1,268.12
04/30/2025	27526	A Clean Break, LLC	RI SI NC Apr cleaning	6,450.00
04/30/2025	27527	Align Multimedia, LLC	Website events calendar plug in	149.00
04/30/2025	27528	American Janitor LLC	PA April cleaning	550.00
04/30/2025	27529	Aspen Maintenance Supply LLC	Janitorial supplies	735.88
04/30/2025	27530	Baker & Taylor	Collection HQ and library materials	9,178.59
04/30/2025	27531	Barnes, Nancy	Mileage reimb	354.20
04/30/2025	27532	Brokaw, Rosalind	CA storytime	150.00
04/30/2025	27533	Callison, Jennifer	Reforma airfare reimb	523.37
04/30/2025	27534	Cardiff Cleaning Service	CA GW cleaning	4,694.00
04/30/2025	27535	Citadel Security Group, LLC	RI GW security service	5,952.63
04/30/2025	27536	Colorado Mountain College RI	Citizenship instructor	441.72
04/30/2025	27537	Colorado Special Districts Prop&Liab Pool	2025 WC deductible claim	825.46
04/30/2025	27538	Cruz Guerrero, Livier C.	bilingual storytime	800.00
04/30/2025	27539	Cura HR, LLC	Engagement survey; branch manager retreat training plan	3,550.00
04/30/2025	27540	Custom Plush Innovations	GCPLD promo stuffed bears	11,125.00
04/30/2025	27541	FCI Constructors, Inc.	Progress work on NC PA renovation	178,234.79

04/30/2025	27542	Friend, Sara	Mileage reimb	156.80
04/30/2025	27543	Gotcha Covered	RI staff room roller shades	1,000.00
04/30/2025	27544	Hargadon, Steven D.	Library 2.0 managing 12 most challenging employees webinar	499.00
04/30/2025	27545	Ingram Library Services	Library materials	20,249.16
04/30/2025	27546	JanWay Company USA, Inc.	Reusable branded tote bags	710.00
04/30/2025	27547	Jean's Printing	Business Cards	75.53
04/30/2025	27548	Larson, James	Mileage reimb	71.40
04/30/2025	27549	Lectorum Publications, Inc.	Library materials	626.66
04/30/2025	27550	Mathias, Deborah	Mileage reimb	158.20
04/30/2025	27551	Midwest Tape	Library materials	3,367.82
04/30/2025	27552	One Source Lighting	RI community room lighting repair	2,010.00
04/30/2025	27553	OverDrive	Library eMaterials	6,276.73
04/30/2025	27554	Peters, Brendan	Mileage reimb	211.40
04/30/2025	27555	Red Mountain Highway	SI military appreciation musical performance	4,220.00
04/30/2025	27556	Reliance Standard	May disability insurance	1,081.85
04/30/2025	27557	Roaring Fork Valley Early Learning Fund	Imagination library program	1,033.01
04/30/2025	27558	San Jose State University	Education assistance	1,623.00
04/30/2025	27559	Sowards, Adam Troy	D&D classes	625.00
04/30/2025	27560	The Rolling Fork	Food truck for summer picnic	500.00
04/30/2025	27561	Trane US Inc.	2nd Q maintenance; software upgrades	6,178.58
04/30/2025	27562	Voices	Story sharing	500.00
04/30/2025	27563	Walezka Rivers	Deposit on photo booth - staff summer picnic	325.00
04/30/2025	27564	West, Laura	Mileage reimb	102.20
04/30/2025	27565	Willis Towers/CEBT	May health insurance	58,723.67
05/01/2025	Eft	ImageNet Consulting - fka De Lage Landen	Copier lease	1,161.66
05/01/2025	Eft	Town of Carbondale	CA water / sewer	123.14
05/01/2025	Eft	Windcave	Mar merchant fees	60.00
05/02/2025	Eft	Mountain Waste & Recycling	GW SI trash / recycling	186.40
05/05/2025	Eft	Windcave	Apr merchant fees	62.50
05/06/2025	Eft	CRA	Retirement plan contributions	6,453.23
05/06/2025	Eft	CRA	Retirement plan contributions	11,081.46
05/07/2025	Eft	Verizon Wireless	Cell phones, hotspots, filtering service, One Talk	7,790.05
05/15/2025	27566	625-Water(9283)	RI SI staff water	200.38
05/15/2025	27567	AFLAC	May supplemental insurance	300.68
05/15/2025	27568	All Around Property Maintenance, Inc	PA spring clean up and April landscape maintenance	2,021.42
05/15/2025	27569	AlwaysMountainTime LLC	Radio ads	1,050.00
05/15/2025	27570	Aspen Maintenance Supply LLC	Janitorial supplies	659.27
05/15/2025	27571	Audio Video Experts	GW and RI HDMI port repairs	1,876.98

05/15/2025	27572	Baker & Taylor	Library materials	1,086.32
05/15/2025	27573	Barnes, Nancy	CAL mileage and per diem reimb	444.12
05/15/2025	27574	Blackburn, John L.	CA piano repair / tune	200.00
05/15/2025	27575	Blythe Group + co	NC PA extended design and construction admin	9,152.71
05/15/2025	27576	Burleigh, Raleigh	Art of conversation	150.00
05/15/2025	27577	Citadel Security Group, LLC	RI GW security service	6,072.73
05/15/2025	27578	Colorado Library Consortium	EBSCO Public Library Package July 2025-June 2026	7,478.00
05/15/2025	27579	Colorado Mountain News Media	Print ads	1,182.50
05/15/2025	27580	Cummings, Eileen	Mileage reimb	62.23
05/15/2025	27581	Cura HR, LLC	Training and development, DiSC support	8,010.73
05/15/2025	27582	Daly Property Services	CA Apr and May landscaping	1,016.06
05/15/2025	27583	Diffenderfer, Timothy	PA / NC temporary furniture storage	2,245.00
05/15/2025	27584	EverGreen ZeroWaste	CA compost service	123.00
05/15/2025	27585	FCI Constructors, Inc.	NC PA renovation progress work	255,638.34
05/15/2025	27586	Finkelstein, Martin	CA tai chi classes	225.00
05/15/2025	27587	Fregoso, Amaranda	Mileage reimb	393.40
05/15/2025	27588	Gaytan, Ana	Reforma airfare reimb - 2 tix	1,242.72
05/15/2025	27589	Glenwood Springs Historical Society	Glenwood historic photos	300.00
05/15/2025	27590	Glenwood Structural and Civil, Inc.	Silt library trellis	700.00
05/15/2025	27591	Gotcha Covered	CA mechanical blind repair	178.50
05/15/2025	27592	Governmentjobs.com, Inc DBA NEOGOV	NEOGOV perform renewal 6/30/25-06/29/2026	7,273.80
05/15/2025	27593	Ingram Library Services	Library materials	14,014.27
05/15/2025	27594	Ink & Thread of Colorado	GCPLD logoed apparel	249.92
05/15/2025	27595	Invengo American Corp	AMH maint 05/01/2025-09/01/2025	203.80
05/15/2025	27596	Jean's Printing	Business cards	75.53
05/15/2025	27597	Kallassy, Tracy	Mileage reimb	242.20
05/15/2025	27598	Knott-Aguilar, Brandi	Mileage reimb	29.40
05/15/2025	27599	Lectorum Publications, Inc.	Library materials	847.14
05/15/2025	27600	Lively Electric, Inc.	RI outlet replacement	190.75
05/15/2025	27601	Loya, Jorge	Mileage reimb	56.00
05/15/2025	27602	McIntyre, Caroline	Mileage reimb	51.80
05/15/2025	27603	Medrano, Jonathan	Mileage reimb	368.20
05/15/2025	27604	Meredith-Orr, Suzanne	Mileage reimb	18.20
05/15/2025	27605	Midwest Tape	Library materials	11,664.02
05/15/2025	27606	Morning Star Elevator, LLC	NC annual elevator service	596.00
05/15/2025	27607	Mountain Pest Control, Inc.	April spraying	423.00
05/15/2025	27608	Millberry, Tahrea	Mileage reimb	120.26
05/15/2025	27609	OverDrive	Library e-materials	6,717.70

05/15/2025	27610	Peters, Brendan	Mileage reimb	138.60
05/15/2025	27611	Peterson, Jess	Mileage reimb	102.20
05/15/2025	27612	S.T.E.A.M. Junction LLC	STEAM pet rock activity	585.00
05/15/2025	27613	Seter, Vander Wall & Mielke, P.C.	Legal fees	4,326.81
05/15/2025	27614	Shelf Image Inc.	PA NC shelving 30%	47,422.50
05/15/2025	27615	Sopris Sun	Print ads	1,650.00
05/15/2025	27616	Thomas Klise/Crimson Multimedia	Library materials	833.06
05/15/2025	27617	Tonozzi, Amy	Mileage reimb	435.40
05/15/2025	27618	Town of Parachute	Water / sewer / trash	125.45
05/15/2025	27619	Trane US Inc.	SI boiler repair	1,041.50
05/15/2025	27620	Transparent Information Services, LLC	Background checks	354.25
05/15/2025	27621	Unique Management Services, Inc.	April collections service	109.45
05/15/2025	27622	Withers, Jessica	April coaching	375.00
05/15/2025	27623	Wolburg, Natasha	Mileage reimb	163.10
05/15/2025	27624	World Book, Inc.	Online world book databases	4,536.00
05/15/2025	27625	Young Services	CA plumbing repair	190.00
05/15/2025	27626	Zimmermann, Robert	Mileage reimb	357.91
05/15/2025	Eft	Amazon .com	April branch / summer reading supplies	11,515.44
05/15/2025	Eft	CenturyLink	Elevator and alarm telephone service	428.52
05/15/2025	Eft	City of Glenwood Springs	Electricity	881.26
05/15/2025	Eft	Town of Silt	Water / sewer	229.19
05/15/2025	Eft	Alpine Bank	Apr c.c. pmt	23,740.58
Total 10010 · Alpine Bank- Gen(..7072)				840,705.83

Reconciliation Detail

Alpine Bank Purchase Card, Period Ending April 30, 2025

Type	Date	Num	Memo	Amount	Balance
Beginning Balance					10,626.37
Cleared Transactions					
Charges - 116 items					
Bill Pmt -CCard	03/31/2025	SSGarcoT	Landfill fees	(27.00)	(27.00)
Credit Card Charge	04/01/2025	SSHumanLib	Human library t-shirts	(72.00)	(99.00)
Credit Card Charge	04/01/2025	CASwColordo	National library week	(40.00)	(139.00)
Credit Card Charge	04/01/2025	GWDominos	GW high school book club refreshments	(27.58)	(166.58)
Credit Card Charge	04/01/2025	FTCityMkt	Rope for banner	(11.98)	(178.56)
Credit Card Charge	04/02/2025	FTVlyLumber	Hinges and door knobs for book drop	(31.95)	(210.51)
Credit Card Charge	04/02/2025	CACityMkt	Staff morale	(17.28)	(227.79)
Credit Card Charge	04/02/2025	GWCityMkt	SPARK craft supplies	(9.92)	(237.71)
Credit Card Charge	04/03/2025	GWCityMkt	Art guild refreshments	(151.48)	(389.19)
Credit Card Charge	04/03/2025	SS3USPS	Monthly ill postage	(144.41)	(533.60)
Credit Card Charge	04/03/2025	SSCityMkt	Board meeting refreshments	(52.93)	(586.53)
Credit Card Charge	04/03/2025	CACityMkt	Staff morale	(19.99)	(606.52)
Credit Card Charge	04/03/2025	CA\$Tree	Flower seeds for branch planters	(12.50)	(619.02)
Credit Card Charge	04/03/2025	FTVlyLumber	Wood screws for book drop box	(8.10)	(627.12)
Credit Card Charge	04/03/2025	FTWalmart	Padlock for book drop box	(7.78)	(634.90)
Credit Card Charge	04/04/2025	SSXferExp	Comic book day heat transfers	(2,775.00)	(3,409.90)
Credit Card Charge	04/04/2025	SSBvrRunRes	Calcon lodging for board members	(2,065.44)	(5,475.34)
Credit Card Charge	04/04/2025	FTAce	Paint brush and paint	(52.69)	(5,528.03)
Credit Card Charge	04/04/2025	FTWalmart	Batteries and gloves	(27.18)	(5,555.21)
Credit Card Charge	04/07/2025	MMDisplays2	PA poster stand	(372.58)	(5,927.79)
Credit Card Charge	04/07/2025	MMWalmart	Two monitors and keyboard	(267.85)	(6,195.64)
Credit Card Charge	04/07/2025	GWCityMkt	National library week	(177.71)	(6,373.35)
Credit Card Charge	04/07/2025	MMFnkyBear	PA staff refreshments	(120.00)	(6,493.35)
Credit Card Charge	04/07/2025	RILibryWork	Mastering conversation webinar	(100.00)	(6,593.35)
Credit Card Charge	04/07/2025	MMWalmart	PA storage bins	(99.30)	(6,692.65)
Credit Card Charge	04/07/2025	MMDDonuts	Rifle remodel meeting refreshments	(86.34)	(6,778.99)
Credit Card Charge	04/07/2025	MMAce	PA painters tape and drop cloth	(61.93)	(6,840.92)
Credit Card Charge	04/07/2025	RILtCaesar	Curious minds refreshments	(55.93)	(6,896.85)
Credit Card Charge	04/07/2025	RILtCaesar	Monday madness refreshments	(47.94)	(6,944.79)
Credit Card Charge	04/07/2025	MM	PA letters for temporary book drop	(45.95)	(6,990.74)
Credit Card Charge	04/07/2025	MMClark's	Remodel meeting refreshments	(30.96)	(7,021.70)
Credit Card Charge	04/07/2025	MMClark's	SI remodel meeting refreshments	(30.96)	(7,052.66)
Credit Card Charge	04/07/2025	MMDDonuts	SI remodel meeting refreshments	(28.78)	(7,081.44)
Credit Card Charge	04/07/2025	MMWalmart	Staff morale	(20.15)	(7,101.59)
Credit Card Charge	04/07/2025	CACricut	Cricut subscription	(10.61)	(7,112.20)

Credit Card Charge	04/08/2025	SSMthLdgTel	Branch mangers retreat lodging and per diem	(3,012.40)	(10,124.60)
Credit Card Charge	04/08/2025	CACM3BQD	National library week	(252.17)	(10,376.77)
Credit Card Charge	04/08/2025	CACityMkt	Right to read refreshments	(97.85)	(10,474.62)
Credit Card Charge	04/08/2025	SILtICaesar	Book bingo refreshments	(23.97)	(10,498.59)
Credit Card Charge	04/08/2025	PAWalmart	Chalk and food for thought refreshments	(10.47)	(10,509.06)
Credit Card Charge	04/08/2025	SS3CLiC	Virtual CO resource sharing conference	(10.00)	(10,519.06)
Credit Card Charge	04/09/2025	RIThaiChili	Staff morale	(177.52)	(10,696.58)
Credit Card Charge	04/09/2025	SSBrkhsPizz	National library week	(97.50)	(10,794.08)
Credit Card Charge	04/09/2025	RIWalmart	Earth day supplies	(97.18)	(10,891.26)
Credit Card Charge	04/09/2025	FTAce	Storage bins and drop cloth	(74.91)	(10,966.17)
Credit Card Charge	04/09/2025	SINLW	Staff morale	(68.64)	(11,034.81)
Credit Card Charge	04/09/2025	NCCityMkt	National library week	(67.91)	(11,102.72)
Bill Pmt -CCard	04/09/2025	SSGarcoT	Landfill fees	(45.75)	(11,148.47)
Credit Card Charge	04/09/2025	RIltICaesar	ESL refreshments	(7.99)	(11,156.46)
Credit Card Charge	04/09/2025	FTAce	Drop cloth	(6.99)	(11,163.45)
Credit Card Charge	04/10/2025	SIWalmart	Loteria prizes and refreshments	(51.48)	(11,214.93)
Credit Card Charge	04/10/2025	SIJimJohn	National library week	(50.44)	(11,265.37)
Credit Card Charge	04/11/2025	SSUserway	Accessibility feature for website	(490.00)	(11,755.37)
Credit Card Charge	04/11/2025	NCWalmart	Circle of friends and earth day craft supplies	(158.15)	(11,913.52)
Credit Card Charge	04/11/2025	CAPepinPizz	Book bingo refreshments	(102.12)	(12,015.64)
Credit Card Charge	04/11/2025	RI2Adobe	Adobe stock and creative cloud	(49.98)	(12,065.62)
Credit Card Charge	04/11/2025	SSAdobe	Adobe creative cloud	(34.99)	(12,100.61)
Credit Card Charge	04/13/2025	SS3SvyMonke	Survey software renewal	(900.00)	(13,000.61)
Credit Card Charge	04/13/2025	PAFatCat	National library week	(120.00)	(13,120.61)
Credit Card Charge	04/14/2025	NCReforma	Reforma conference registration and membership	(415.00)	(13,535.61)
Credit Card Charge	04/14/2025	GWUnivWI	Online graphic design course for librarians	(148.50)	(13,684.11)
Credit Card Charge	04/14/2025	CALibryWork	Art of delegation webinar	(49.00)	(13,733.11)
Credit Card Charge	04/14/2025	GWDominos	GW high school book club refreshments	(25.29)	(13,758.40)
Credit Card Charge	04/14/2025	FTVlyLumber	Caster plates	(17.98)	(13,776.38)
Credit Card Charge	04/15/2025	GWReforma	Reforma conference and membership	(405.00)	(14,181.38)
Credit Card Charge	04/15/2025	RIReforma	Reforma conference registration	(325.00)	(14,506.38)
Credit Card Charge	04/15/2025	GWWalmart	Refreshments for youth programs and easter hunt prizes	(197.48)	(14,703.86)
Credit Card Charge	04/15/2025	FTAutozone	Disposable gloves	(19.99)	(14,723.85)
Credit Card Charge	04/16/2025	SSWMAzteca	Dia del nino mother's day prizes and refreshments	(1,953.77)	(16,677.62)
Credit Card Charge	04/16/2025	RI2SmgUnDos	Branch manager retreat refreshments	(506.35)	(17,183.97)
Credit Card Charge	04/16/2025	SS3Reforma	Reforma registration	(265.00)	(17,448.97)
Credit Card Charge	04/16/2025	FTWalmart	32" television	(88.00)	(17,536.97)
Credit Card Charge	04/16/2025	NCUSPS	Postage stamps	(73.00)	(17,609.97)
Credit Card Charge	04/16/2025	FTLandfill	Landfill fees	(34.00)	(17,643.97)
Credit Card Charge	04/16/2025	FTLoves	Employee receivable	(15.58)	(17,659.55)
Credit Card Charge	04/17/2025	SIReforma	Reforma registration	(365.00)	(18,024.55)
Credit Card Charge	04/17/2025	SSWineCntIn	Marmot council lodging	(330.00)	(18,354.55)
Credit Card Charge	04/17/2025	RICityMkt	Staff morale	(100.52)	(18,455.07)

Credit Card Charge	04/17/2025	CALingoda	Online spanish classes	(79.99)	(18,535.06)
Credit Card Charge	04/17/2025	FTWalmart	Hardware to mount TV	(16.85)	(18,551.91)
Credit Card Charge	04/17/2025	RICityMkt	Kids' craft supplies	(11.99)	(18,563.90)
Credit Card Charge	04/17/2025	FTHyWayFeed	Screws	(1.38)	(18,565.28)
Credit Card Charge	04/18/2025	PAUSPS	Postage stamps	(73.00)	(18,638.28)
Credit Card Charge	04/18/2025	CABluecorn	Branch manager retreat refreshments	(34.48)	(18,672.76)
Credit Card Charge	04/20/2025	FTWalmart	Saw blade and goves	(23.42)	(18,696.18)
Credit Card Charge	04/20/2025	PAWalmart	Staff morale	(10.92)	(18,707.10)
Credit Card Charge	04/21/2025	PAALA	Supporting teen services webinar	(209.00)	(18,916.10)
Credit Card Charge	04/21/2025	CA\$Tree	SPARK prizes	(30.50)	(18,946.60)
Credit Card Charge	04/21/2025	SSCLic	CLiC and connect registration	(30.00)	(18,976.60)
Credit Card Charge	04/22/2025	SSAmAirline	Reforma airfare	(1,000.74)	(19,977.34)
Credit Card Charge	04/22/2025	SSAmAirline	Reforma airfare	(500.37)	(20,477.71)
Credit Card Charge	04/22/2025	PAEagleDine	Eagle field trip per diem	(95.95)	(20,573.66)
Credit Card Charge	04/22/2025	FTMtnHiPain	Paint brushes and paint	(79.62)	(20,653.28)
Credit Card Charge	04/22/2025	GWCityMkt	Rayito de luz refreshments	(23.82)	(20,677.10)
Credit Card Charge	04/22/2025	FTMaverik	Oil for pressure washer	(21.80)	(20,698.90)
Credit Card Charge	04/23/2025	SSSuperShut	Reforma hotel / airport shuttle	(348.97)	(21,047.87)
Credit Card Charge	04/23/2025	RILibraryWork	Serving neurodiverse webinar	(100.00)	(21,147.87)
Credit Card Charge	04/23/2025	CACityMkt	SPARK refreshments	(73.28)	(21,221.15)
Credit Card Charge	04/23/2025	FTLowes	Screw driver set	(17.98)	(21,239.13)
Credit Card Charge	04/23/2025	SSAdobe	Adobe acrobat pro	(16.99)	(21,256.12)
Credit Card Charge	04/24/2025	GWBoardFox	Magic the gathering card game	(654.95)	(21,911.07)
Credit Card Charge	04/24/2025	SSAmAirline	Reforma airfare	(531.37)	(22,442.44)
Credit Card Charge	04/24/2025	CAALA	Passive program ideas webinar	(79.00)	(22,521.44)
Credit Card Charge	04/24/2025	CALaRaza	Books in bars refreshments	(48.20)	(22,569.64)
Credit Card Charge	04/24/2025	PAWalmart	Summer reading prizes	(18.86)	(22,588.50)
Credit Card Charge	04/24/2025	FTMtnHiPain	Painting supplies	(14.17)	(22,602.67)
Credit Card Charge	04/25/2025	FTMiPuelb	Employee receivable	(74.66)	(22,677.33)
Credit Card Charge	04/25/2025	SS2LoclChoi	Local's choice celebration	(23.86)	(22,701.19)
Credit Card Charge	04/27/2025	PAWalmart	Staff morale	(12.94)	(22,714.13)
Credit Card Charge	04/28/2025	GWChamber	Comic book day prizes	(306.00)	(23,020.13)
Credit Card Charge	04/28/2025	SSUSPS	Postage stamps	(292.00)	(23,312.13)
Credit Card Charge	04/28/2025	GSDominos	GW high school book club	(25.29)	(23,337.42)
Credit Card Charge	04/29/2025	SSHHumanLibr	Human library hosting license	(249.00)	(23,586.42)
Credit Card Charge	04/29/2025	GWChocMoose	Haiku contest prizes	(127.50)	(23,713.92)
Credit Card Charge	04/29/2025	SSRIChamber	Registration for cinco de mayo outreach event	(40.00)	(23,753.92)
Credit Card Charge	04/29/2025	RI2USPS	Certified mail postage	(5.58)	(23,759.50)
Total Charges and Cash Advances				(23,759.50)	(23,759.50)
Payments and Credits - 2 items					
Check	04/09/2025	Eft	Mar c.c. pmt	10,626.37	10,626.37
Credit Card Credit	04/10/2025	STWalmart	Returned gloves for refund	18.92	10,645.29
Total Cleared Transactions				(13,114.21)	(13,114.21)
Cleared Balance				13,114.21	23,740.58
Register Balance as of 04/30/2025				13,114.21	23,740.58

Management Report - June, 2025

By Jamie LaRue, Executive Director

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: Human Library held at Rifle library on May 18th. Two “Right to Read” discussions held at Carbondale and Rifle libraries.

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.

Achievements to Date: Glenwood Historical talk, *Personal Reflections of Immigration from Italy to Glenwood*, held in May.

Goal #3 :Economic Development: Help build a vibrant economic climate for local businesses through the provision of information and public space.

Achievements to Date: Glenwood library partnered with the City of Glenwood Springs for a housing solutions symposium.

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: *Life After 70*, a group designed to foster open and supportive discussions about aging implemented in Carbondale for seniors.

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: To date, 150 children have been enrolled in the recently launched 1000 Books Before Kindergarten program.

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; Facilities and Infrastructure, and Library Services and Programs. This month we're considering Library Staff.

I'd call out this statement: "Provide library staff with a pay benefit for multilingual duties and other specialized skills that uniquely address local needs." It happens that we do offer a stipend for Spanish language skills—and are a little ahead of the curve on this one. Consider this statement: "Pay all staff based on cost of living standards within the community." Our compensation philosophy, adopted by the board, is instead based on market comparisons, which is more in line with the "larger library" checklist: "Maintain current staff compensation policies and provide wages and benefits that reflect community and market standards."

Outcome

The public library empowers diverse staff who provide excellent service, represent all residents, and proactively adapt and respond to changing community needs.

Overview

Library staff are the heart of the public library, serving all with professionalism and hospitality. To achieve this level of service excellence, libraries create a "culture of learning," in which continuous growth and improvement are expected and supported. Ongoing development is not just for library staff; trustees and library users also benefit from this learning culture.

Library staff respond to and track the ever-changing needs of their communities, using data to inform innovation. Library leadership values staff as the essential component to library success and rewards creative solutions, risk taking, and reaching into the unknown.

To address staffing, the library's governing authority is responsible for personnel policy and oversight as well as the supervision of the director. The library director is responsible for personnel supervision, policy implementation, legal concerns, professionalism, and employee well-being.

Municipal, county, and other libraries typically use the town/county/school human resources department to support their personnel needs. Library districts, as separate governmental entities, are responsible for all human resource requirements and activities. To this end, some areas below call out specific and additional requirements and resources for library districts.

This standard includes three elements: general procedures for library staff employment, guidelines for staffing the library operations, and guidance on professional development.

Library Staff Essentials

Checklist for All Public Libraries

General

- Follow state and federal laws in recruiting, hiring, onboarding, supervising, and terminating employees.
- Recruit and select staff to represent the community demographics, especially focusing on cultural and multilingual diversity while avoiding discrimination. Provide library staff with a pay benefit for multilingual duties and other specialized skills that uniquely address local needs.
- Use written job descriptions to hire and assign duties.
- Pay all staff based on cost of living standards within the community.
- Conduct background checks as part of the hiring process.
- Establish a healthy library culture in which all employees understand the local library's mission, vision, and/or values and can apply them in their work.
- Conduct formal performance evaluations at least annually to document performance, justify pay increases, and, when necessary, remove staff members who are underperforming.
- Maintain library staff/human resource policies and procedures and orient staff to these resources.
- Create an Employee Handbook for employee orientation and reference. Review for updates at least every two years.
- Develop work goals and activities that align with the job description and strategic plan.
- Offer each staff member regular coaching, feedback, and support for development.
- Library Districts: Employ or contract for Human Resources expertise to keep abreast of legal requirements, wage trends, and other personnel considerations.

Professional Development

- Ensure all library employees (including temporary and substitute) are proficient in carrying out the library's policies, values, philosophy, management, and operational practices as these relate to their job duties.
- Verify that all library employees (including temporary and substitute) are proficient in the use of the library's technology to do their work efficiently and to assist library users in the use of the technology. Staff onboarding includes training on software (e.g., integrated library system, online catalog, digital resources, etc.), hardware, security, hacking, social engineering, etc. All staff receive cyber security training.
- Allocate time and funding for external staff development; communicate this benefit to staff.

Library Staff Essentials +

Checklist for Larger Libraries

General

- Maintain current staff compensation policies and provide wages and benefits that reflect community and market standards.
- Adopt a staffing plan that addresses job descriptions, competencies, performance evaluation, compensation, organizational development, and succession planning.
- Establish practices to be an employer of choice.
- Analyze comparative salary data to determine just wages, including using state and national salary data for libraries. Consider total compensation that includes wages, benefits, and other support for library staff.
- Employ professionals that have earned a master's degree in library and information science (MLIS) in recognition of the essential skills and competencies developed through a graduate program. When feasible, support staff in earning their MLIS degree.
- Library Districts: Seek expertise and guidance to keep abreast of legal requirements, wage trends, and workplace culture. Contract with outside agencies, as needed, for payroll and other human resources services.

Professional Development

- Allocate funding for all library staff and trustees to participate in professional development.
- Offer in-house and continuing education activities for staff, trustees, and volunteers.
- Connect library staff development opportunities during the year with performance and annual plans.
- Prioritize staff proficiencies in effective communication, service quality, cultural competency, access, intellectual freedom, privacy, equity, copyright, and sustainability. Ensure staff have knowledge of human developmental stages as they relate to library use, skills in library functions, and technology competence required for their job duties.

Board norms

As compiled by our Board retreat facilitator, Rob Stein, here is the list of board norms acceptable to our attending members. Thank you, members who were able to attend, however they did so. Please review and raise any concerns you may have about these norms.

- Knowledge of the library. I am familiar with the library's mission and vision statements; key strategic direction and long-range plan; the board's goals; library law as it applies to my library district; and the board's bylaws, policies, and operating procedures. I continually educate myself and stay abreast of library issues and activities.
- Meeting preparation and attendance. I attend board and committee meetings regularly and make in-person meeting attendance a priority. I come to meetings having already read the information relevant to that meeting. I participate fully in board discussions, *which includes*

avoiding use of electronic devices except for purposes related to meeting participation, such as reading documents under discussion. (Rob notes that this was not a formal discussion item, but it is a recommendation from him.)

- Support for the decision-making process. I understand and am comfortable with the board's decision-making process during meetings. I willingly abide by majority board decisions and support them publicly.
- Member conduct. I hold fellow board members and staff in positive regard. I treat other board members with respect, listen carefully to their opinions and welcome viewpoints different from my own. I strive to be "quick to listen, slow to speak, and slower to anger." When disagreements become personal, I address them privately with the other board member in an effort to reach understanding, then I forgive and move on.
- Relationship with the director and staff. I understand and respect the different roles and duties of the library director and the board, including routing my requests of staff through the library director. As an individual, I never direct the director or staff to take action or get involved in the supervision of staff. I encourage and support the library director in achieving our organization's goals.
- Public representative. I am a library advocate to civic groups, community organizations and public officials.
- Conflicts of interest. I avoid situations in which personal interests might be served or financial benefit gained as a result of involvement in library decisions or access to confidential information. I distinguish in my actions and statements between my personal philosophy and attitudes and those of the library and its board. I disclose any conflicts of interest and recuse myself from these matters.
- Confidentiality. Although most library information is publicly available, I treat information I receive in the course of board business as confidential and do not transmit it to others. I never reveal information discussed in executive sessions. I let the executive director speak for the library and the board chair to be the sole spokesperson for the board.

Standard Operating Procedures

Setting the Agenda

Generally, the board chair and executive director set the agenda for meetings in order to conduct the regular business of the library and to respond to topics of the day. Any board member may recommend to the chair or executive director to put an item on the agenda; alternatively they may make a motion to put an item on the agenda, which will then be decided by a vote of the board.

Board Member Orientation

- All policies, procedures, and standard operating procedures should be readily available on the website. [See <https://gcpld.org/about-us/policies-and-notices/>.] New board members will be provided the option of a printed copy when they join the board.

- New board members will be welcomed to the board by the board chair and executive director, typically with invitations to lunch or coffee. The executive director will also conduct an orientation for new members, including an overview of the library mission and vision, goals and long-range plan, budget, programs, and facilities, and an introduction to key staff.
- The library director will make reasonable efforts to work with the County Commissioners to make information about board membership available to all prospective candidates in advance of their application to serve on the board, and throughout their application process.
- The board will hold an annual in-person retreat in order to foster deeper discussion and develop better relationships among members.

Public Meetings and Safety

Jamie will draft a statement to be read at the opening of public comment. It will include a statement that anyone committing an illegal act, including threats to people or property, will be removed from the meeting. [That draft is below, and has already been provided to Stephanie and Tony to review.]

- The Library Board of Trustee meetings are open to the public and the Board encourages public comment in a fair, consistent and informative manner.
- We ask that you do the following
 - State your name and city of residence
 - Hold your comments to 3 minutes
 - Address the entire Board, not an individual board member.
 - The purpose of public comment is for the board to listen to resident concerns. Board members may ask clarifying questions. And they might respond to various points later in the meeting. But this is not a public dialog.
 - Threats of violence will not be tolerated and may result in immediate removal from the meeting.
 - In general, be civil. Our assumption is that everyone wants the library to be a trusted resource for the community, and we ask that the same good will be extended to the board.

Executive Director Evaluation

Stephanie will draft an amended Executive Director Evaluation Process based on the first draft on page 9 in the 2024 Director Self Evaluation, previously distributed to the board.

Responding to ICE inquiries

Back in February, staff adopted some procedures to respond to inquiries by ICE after meeting with an immigration attorney, and compiling responses from other organizations in the area. This isn't quite to the level of policy, being merely an overview of best practices to both comply with the law and ensure the privacy and non-disruptive treatment of our patrons. It is presented here in response to board inquiries about publishing our approach to the community.

Purpose

This guidance is intended for GCPLD employees responding to requests for employee or patron information by U.S. Immigration and Customs Enforcement (ICE) or other Department of Homeland Security (DHS) agencies.

In all interactions with any law enforcement officer, GCPLD staff should exercise professionalism and cordiality.

General Guidance

- GCPLD staff should not respond to inquiries or share any information about a GCPLD employee or patron with law enforcement officials without the written consent of that employee or patron unless you have consulted with the Executive Director.
- If law enforcement provides a warrant or subpoena for information, send a copy to the Executive Director and inform the officer/agent that you will need to contact the Executive Director for further guidance.
- If you receive a written request for employee or patron information from ICE or you have prior notice that ICE intends to visit your branch, please transmit the request to the Executive Director immediately and in advance of any anticipated visit.

Responding to Unannounced ICE Visits: Frontline Staff Responsibilities

- Greet the officer/agent politely and courteously as we greet all visitors.
 - Make a copy of their official identification (badge) and give it to the Person-in-Charge
- Don't try to block entry. Our libraries are public buildings and we cannot lawfully stop anyone from entering or looking around.
 - Staff areas aren't public spaces. Only supervisors or senior management can give permission to law enforcement to enter a staff area. "I'm not authorized to bring you into that area, I will contact someone who is."
 - Study rooms in use - "the room is reserved until (insert time)."
 - Meetings in progress - "the meeting ends at (insert time)."
- Notify the Branch Manager, Assistant Branch Manager, or Person-in-Charge that the officer/agent is on-site.
 - Support Services - notify the Executive Director.

Branch Manager/Assistant Branch Manager/Person-in-Charge Responsibilities

- Escort ICE/DHE agent to a private area (i.e. study room) and inquire about the purpose of their visit.
 - Ask if they have a warrant or subpoena.
 - If they do, obtain a copy, scan it, and send it along with the copy of the badge immediately to the Executive Director.

- Inform the agent you will need to contact the Executive Director for further guidance.
- Step away from the agent to a separate location to contact the Executive Director
- Call Jamie LaRue at (970) 404-6142 (office) or (720) 530-4294 (cell).
- Follow the instructions from Jamie, who may:
 - Request that you include the agent in a conference call.
 - Provide specific guidance on how to respond to the lawful order or request.

If you have any questions or need clarification about this guidance, please contact Jamie LaRue.

In the absence of Jamie, contact Kim Owens, HR Director, at 970-618-2603 (office) or 720-532-6909 (cell).

Resources:

Know Your Rights:

<https://www.nilc.org/resources/know-your-rights-what-to-do-if-arrested-detained-immigration/>

Employee Assistance Program (includes free counseling for all staff):

<https://triad.mylifeexpert.com/>

Colorado Patron Privacy - 24-90-119. Privacy of user records:

<https://www.cde.state.co.us/cdelib/librarylaw/part1#24-90-119>

Examples of warrants:

[Example of Search and Seizure Warrant](#)

[Examples of Judicial and Administrative Warrants](#)

Library Resources and Reconsideration

The board requested a discussion about issues related to persistent public comment about the purchase, placement, and process for review of library materials. This is my attempt to pull together the context of our policies.

- **First Amendment.** US courts have held that the First Amendment involves not only the right to free speech, but also to access the speech of others. Libraries, publicly funded, are established for exactly that purpose.
- **Colorado law.**
 - **24-90-102. Legislative declaration.** The general assembly hereby declares that it is the policy of this state, as a part of its provision for public education, to promote the establishment and development of all types of publicly-supported free library service throughout the state to ensure equal access to information **without regard to age, physical or mental health, place of residence, or economic status** (emphasis mine), to aid in the establishment and improvement of library programs, to improve and update the skills of persons employed in libraries through continuing education activities, and to promote and coordinate the sharing of resources among libraries in Colorado and the dissemination of information regarding the availability of library services.
 - **SB 24-216.** (From the legislative [summary](#)): The board of trustees of a public library (board) is required to establish written policies for the acquisition, retention, display, and use of library resources and for the use of a public library facility. If a public library reconsiders library resources, the board is also required to establish a written policy for the reconsideration of a library resource. The board is required to comply with specified standards in establishing a policy for the acquisition, retention, display, use, and reconsideration of library resources and for the use of public library facilities.
 - A public library may remove a library resource from its permanent collection only if the library resource has been reviewed in accordance with an established policy for the reconsideration of library resources that complies with the standards established in the act. These requirements do not apply to routine collection maintenance and deaccession in accordance with a public library's established collection development and maintenance policy. The board is required to make its policy for the reconsideration of library materials available to the public. Once a final determination has been made for a library resource that is the subject of a request for reconsideration, the board is required to make the determination available to the public.
 - **Further, the bill states under (2) Standards, that**
 - (d) A PUBLIC LIBRARY SHALL NOT EXCLUDE A LIBRARY RESOURCE BECAUSE OF THE ETHNIC ORIGIN, ETHNIC BACKGROUND, OR GENDER IDENTITY OF THOSE CONTRIBUTING TO THE CREATION OF THE LIBRARY

RESOURCE OR BECAUSE OF THE TOPIC ADDRESSED BY THE LIBRARY RESOURCE OR THE OPINIONS EXPRESSED IN THE LIBRARY RESOURCE;

- (e) A PUBLIC LIBRARY SHALL NOT PROSCRIBE OR PROHIBIT THE CIRCULATION OR PROCUREMENT OF A LIBRARY RESOURCE BECAUSE OF PARTISAN OR DOCTRINAL DISAPPROVAL OF THE LIBRARY RESOURCE;
 - (f) IT IS THE RESPONSIBILITY OF A PUBLIC LIBRARY TO CHALLENGE CENSORSHIP IN THE FULFILLMENT OF ITS RESPONSIBILITY TO PROVIDE INFORMATION AND ENLIGHTENMENT;
 - (i) A PUBLIC LIBRARY SHALL PROHIBIT DISCRIMINATION BASED ON AGE, BACKGROUND, POLITICAL OR RELIGIOUS VIEWS, ORIGIN, DISABILITY, RACE, COLOR, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, GENDER EXPRESSION, MARITAL STATUS, NATIONAL ORIGIN, OR ANCESTRY IN THE SELECTION, RETENTION, DISPLAY, USE, OR RECONSIDERATION OF LIBRARY RESOURCES AND PUBLIC MEETING SPACES
 - Finally, the bill also provides that no retaliation shall take place for library workers refusing to remove material outside of the prescribed process.
- GCPLD policies
 - The GCPLD Mission statement reads: To connect our communities to a world of possibilities. It does *not* read, “to prevent people from reading.”
 - [Library Bill of Rights](#), which includes:
 - Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
 - Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
 - Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
 - [Collection Management policy](#), which includes:
 - GCPLD provides a collection that is freely accessible and endeavors to represent the interests, perspectives, and changing needs of the community it serves.
 - [Request for Reconsideration](#) process, which includes:
 - The Executive Director will assemble a review committee consisting of at least two library staff with responsibility for resource selection or presentation. The committee will review the item in its entirety, consult relevant library policies, and make a recommendation to the Executive Director regarding the resource’s disposition.
 - The Executive Director will communicate in writing the decision regarding the resource to the patron within 45 days of the Request for Reconsideration’s receipt. The written request for reconsideration and written response will be included in the monthly board packet after the decision is made and will state reasons for the decision.
 - **The appeal process**

- Should requesters wish to appeal the committee's decision, they may make a final appeal in writing directly to the Board of Trustees citing the reasons they dispute the decision. Within sixty (60) days of receiving the final written appeal, the Board will schedule and conduct a public meeting in order to reach a final decision. This decision, and its reasoning, shall be reflected in the library's regular minutes.
 - **Responsibilities for the Borrowing Privileges of Minors.** The Board adopted the following: "Library staff are charged with the responsibility of providing free and equal access to library materials and services to all eligible people. Staff cannot act in lieu of parents and will not be responsible for monitoring, approving, or restricting borrowing materials of minors. It is up to the parent or legal guardian to decide the appropriateness of specific library materials for their child(ren) and only for their child(ren)."
 - Library shelving. As is the case with libraries across the country, GCPLD libraries organize their materials by intended audience. The children's section contains materials whose format clearly identifies the intended age. The adult collection contains materials of interest to older patrons. These designations (children or adult) are usually determined by national cataloging standards. They are *not* determined by the subject, but by the format and treatment of the content.
- Legal review
 - The library board has been presented with a petition to have materials with the **Parental Advisory Warning** "to be placed in a locked bookcase, placed in an employee area or in a separate room marked as *adult only* at each of the locations. Furthermore, these materials need to be checked out by a library employee who has the responsibility to require an I.D. to prove the person is 18 years of age or older. If these requirements cannot be met then we request all materials with the aforementioned warning be removed from the library inventory."
 - In my time at the Office for Intellectual Freedom, I remember reviewing **Sund v. City of Wichita Falls**, 121 F. Supp. 2d 530 (N.D. Tex. 2000). The City Council of Wichita Falls passed a resolution that allowed books to be removed from the children's section of the public library (and placed in the sections designated for adult books) through a petition signed by 300 library card holders. This mechanism was used to remove *Daddy's Roommate* and *Heather Has Two Mommies*. The court held that the library is a limited public forum (conceded by both parties) and that the books could not be constitutionally removed from the children's room based on the petitioners' disagreement with the content and views expressed in those books. The court held that the First Amendment was violated despite the fact that the books were not removed from the library entirely because "the burdens on Plaintiffs' First Amendment rights imposed by the Resolution are nonetheless constitutionally objectionable." The court held that the removal placed significant burdens on the ability of children and/or their parents to find the books while browsing in the children's section of the library.

- I then requested that our legal counsel, Kim Seter, review the petition request, highlighting that the books in question had always been cataloged as adult materials, and shelved with adult materials. I asked for his opinion on the constitutionality of the petition's recommended actions. On September 18, 2023, Seter responded, "It is legal counsel's opinion that the measures requested during the public comment portion of the September meeting of the Board of Trustees, including the parental advisory designations, relocation, and identification requirements for access would serve to significantly chill speech by limiting access to information in violation of the First Amendment to the United States Constitution. In addition, locking up books that have been selected for inclusion in the public library collection based solely on the content and viewpoint of the books fails the First Amendment forum analysis, as the restriction does not achieve a compelling government interest, nor does the restriction utilize a less restrictive means of achieving the requester's goal."
- Arkansas Court case. In December 2024 , a federal judge ruled that legislation passed in Arkansas in 2023 (Act 372), was unconstitutionally overbroad. The law required that any material that might be "harmful" to minors, including books, magazines and movies, be shelved in a separate "adults only" area. It also ended protections for librarians and educators that shielded them from prosecution if they used educational materials or provided books that some might find objectionable. The law also made it a misdemeanor, punishable by up to a year in prison, for librarians and booksellers to distribute a "harmful item" to a minor. The Judge declared "If the General Assembly's purpose in passing Section 1 was to protect younger minors from accessing inappropriate sexual content in libraries and bookstores, **the law will only achieve that end at the expense of everyone else's First Amendment rights.**" (Emphasis mine.)
- Conclusion: the actions called for by the petition are in violation of the First Amendment, Colorado State law, and Garfield County Public Library District policy. We are directed by all of these to resist censorship, here defined as the attempt to tell other people what they may not view.

Finance Report, June 2025

By Kevin Hettler, Chief Financial Officer

The District's 2024 financial statement audit is progressing as scheduled. I will be reviewing the audit draft in the next few weeks. The final draft will be presented to the Library Board of Trustees at the regular board meeting scheduled for July 10, 2025. The Board will receive a copy of the final draft prior to that meeting so they have a chance to review it before voting on its approval.

The following charts depict all revenues received and expenditures made from 1/1/25 through 4/30/25.

Total revenues received as of 4/30/25 are \$6,992,925.

Total expenditures made as of 4/30/25 are \$3,766,260.

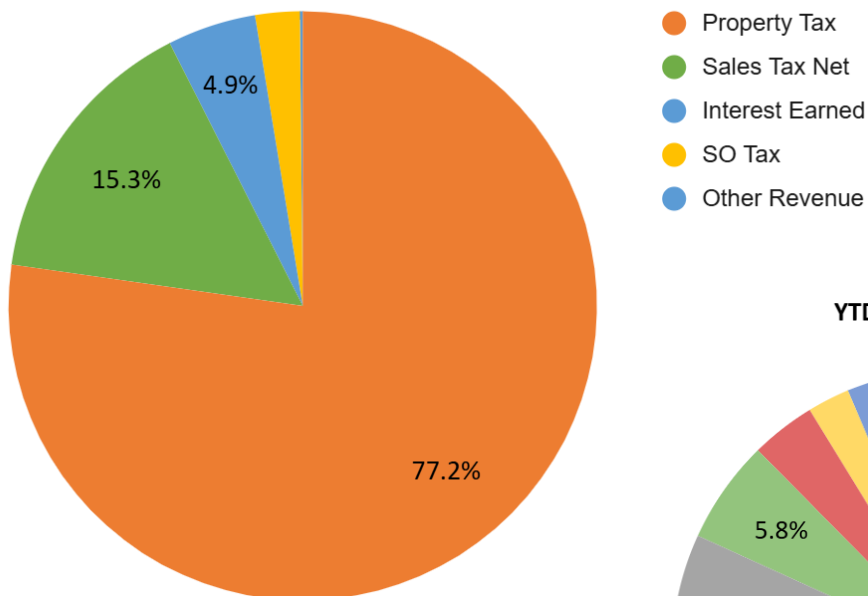
33% of the year has elapsed as of 4/30/25.

54% of budgeted revenue (\$12,866,044) has been received.

28% of budgeted expenditure (\$13,509,728) has been made.

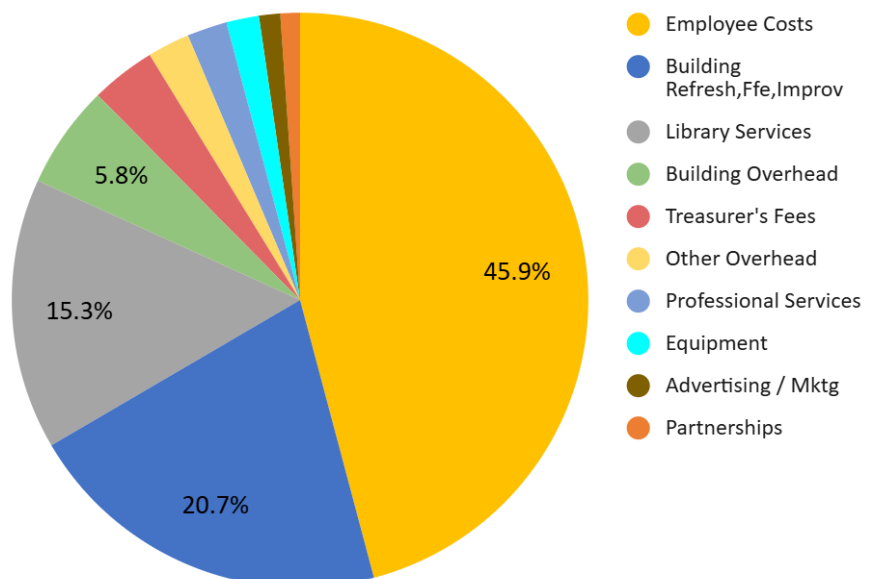
All cash and investment accounts have been reconciled.

YTD Revenues through 4/30/2025



Garfield Coui

YTD Expenditures through 4/30/2025



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

	Jan - Apr 2025 Actual	Annual Budget	% of Annual Budget	Footnote S	Jan 2024 - Apr Actual	\$ Increase / (- Decrease) in Actual '24 to '25
Income						
40100 · Sales Tax Revenue	1,077,498	4,250,000	25.35%		1,116,917	-39,419
40102 · Sales Tax Refunds	-9,780	-80,000	12.23%		-6,128	-3,652
40200 · Property Tax Revenue	5,393,738	7,512,712	71.79%		8,839,954	-3,446,216
40300 · Specific Ownership Tax Revenue	170,880	500,000	34.18%		187,047	-16,167
40900 · Interest Earned on Investments	339,864	600,000	56.64%		306,049	33,815
41000 · Grants	4,728	18,223	25.95%		22,874	-18,146
41200 · Other Revenue	10,999	30,236	36.38%		8,585	2,414
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	1,484	7,000	21.2%		1,739	-255
42000 · Branch Revenues	3,514	8,000	43.93%		17,512	-13,998
Total Income	6,992,925	12,866,044	54.35%		10,494,549	-3,501,624
Expense						
50001 · TREASURER'S FEES	136,613	243,654	56.07%		206,560	-69,947
50005 · DEBT SERVICE	4,647	1,673,739	0.28%		0	4,647
51000 · EMPLOYEE COSTS	1,724,326	6,091,082	28.31%		1,542,736	181,590
52000 · LIBRARY SERVICES	573,500	1,611,783	35.58%		662,285	-88,785
53000 · PROFESSIONAL SERVICES	84,424	228,791	36.9%		68,656	15,768
54000 · BUILDING OVERHEAD	218,474	942,069	23.19%		224,511	-6,037
54500 · BUILDING REFRESH, FURNITURE,IMPROV	777,548	2,209,000	35.2%	1.	31,599	745,949
55000 · EQUIPMENT	68,943	175,590	39.26%	2.	228,296	-159,353
56000 · OTHER OVERHEAD	89,202	98,893	90.2%	3.	82,125	7,077
57000 · ADVERTISING & MARKETING	44,628	144,660	30.85%		44,129	499
58000 · VEHICLES	2,717	18,400	14.77%		6,489	-3,772
59000 · PARTNERSHIPS	41,238	72,067	57.22%	4.	39,647	1,591
Total Expense	3,766,260	13,509,728	27.88%		3,137,033	629,227
Net Income	3,226,665	(643,684)			7,357,516	-4,130,851

Footnotes:

1. Includes PA NC renovation, SI awning work to date
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 April 30, 2025 (unaudited)

	Apr 30, 25
ASSETS	
Current Assets	
Checking/Savings	
10010 · Alpine Bank- Gen(..7072)	3,517,625.60
10050 · Colo Trust - General	24,103,111.40
10055 · C-Safe	61,331.95
10060 · Alpine Bank- Payroll(..8785)	165,713.89
10070 · Alpine Bank - Flex(..0583)	2,762.54
10300 · Petty Cash- Cash drawer fund	665.75
11010 · CS-23652000-Annual Interest Pmt	164.04
11050 · CS-23652001-Annual Princ. Pmt	1,527.72
Total Checking/Savings	27,852,902.89
Other Current Assets	
12050 · Sales tax transfer by Treasurer	422,422.20
12100 · Property tax transfer by Treas	7,530,742.00
12250 · Leases Receivable	394,952.37
Total Other Current Assets	8,348,116.57
Total Current Assets	36,201,019.46
Other Assets	
18400 · Prepaid Exps	39,909.61
19150 · Due to/fr Employees	125.03
Total Other Assets	40,034.64
TOTAL ASSETS	36,241,054.10
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
20000 · Accounts Payable	339,083.97
20510 · Alpine Bank Purchase Card	23,740.58
20660 · Grants Payable	1,029.78
21105 · FLEX payable	3,519.72
21200 · Payroll Payable-	119,877.00
Total Current Liabilities	487,251.05
Long Term Liabilities	
22000 · Deferred Sales tax Revenue	422,422.20
22100 · Deferred Property Tax Revenue	7,530,742.00
22250 · Deferred inflow - verizon lease	394,952.37
Total Long Term Liabilities	8,348,116.57
Total Liabilities	8,835,367.62

Equity	
30000 · Unassigned Fund Balance	17,225,597.11
30005 · Non-Spendable Fund Balance	39,909.61
30010 · Restricted Fund Balance	502,000.00
30100 · Retained Earnings	6,411,514.94
Net Income	3,226,664.82
Total Equity	27,405,686.48
TOTAL LIABILITIES & EQUITY	36,241,054.10

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%	322,519	-3.34%
March	293,864	-2.79%	395,860	34.71%	359,245	-9.25%		-100.00%
April	356,616	14.18%	369,806	3.70%	355,806	-3.79%		-100.00%
May	357,069	-1.73%	411,191	15.16%	383,795	-6.66%		-100.00%
June	414,125	16.96%	434,621	4.95%	421,163	-3.10%		-100.00%
July	414,876	16.86%	437,100	5.36%	425,890	-2.56%		-100.00%
August	434,259	36.78%	446,230	2.76%	424,282	-4.92%		-100.00%
September	408,238	13.99%	431,588	5.72%	418,498	-3.03%		-100.00%
October	390,687	17.51%	409,220	4.74%	395,722	-3.30%		-100.00%
November	375,740	20.93%	381,767	1.60%	374,221	-1.98%		-100.00%
December	425,100	13.22%	424,728	-0.09%	418,312	-1.51%		-100.00%
TOTAL	4,466,056	16.17%	4,799,205	7.46%	4,665,007	-2.80%	652,073	-86.02%

Human Resources Report, June 2025

By Kim Owens, HR Director

Staff Education and Development update

We held our Branch Manager retreat April 17 - 18. We did a deep dive into DiSC Work of Leaders which focuses on creating and delivering vision; staff alignment; and execution. We focused on developing personal leadership skills and styles, and building stronger camaraderie among the Branch Manager team. We had time for action planning and reflection. This investment in staff development at the manager level promotes manager retention and creates a better work environment for staff, ultimately resulting in a great library experience for our patrons.

Each branch participated in emergency evacuation drills and AED training during the month of May. The Rifle Branch and Admin team got to practice what they learned when we had a minor electrical fire and everyone remembered what to do!

As of the end of May, **59%** of our staff have participated in out-of-district training opportunities, including professional courses, field trips to neighboring Library Districts and Conferences. The trainings have gravitated towards networking/ community-building, peer-to-peer communication, inclusive service for patrons, and technology trends.

In-House trainings including specialized retreats, small-group trainings, and Hablemos Juñitos have received positive responses and results.

Recruiting and Staffing update

We had over 30 applicants for our summer Youth Services Internship program! The Youth Services Coordinator team did a great job getting the word out about this opportunity. After interviewing many qualified applicants, we're pleased to have one intern at each of our libraries this summer. They will work alongside the Youth Services Coordinator on the summer reading events, storytime, and outreach opportunities; while learning about a career in library services.

Staffing Report - Since 4/18/2025

New Hires: 1

- Library Associate - Youth - Carbondale, 15hrs/week - 5/14/2025

Promotions/Transfers: 3

- Substitute Library Assistant promoted to Library Assistant - Silt, 28hrs/week - 4/27/2025
- Substitute Library Assistant promoted to Library Assistant - Glenwood, 28hrs/week - 4/27/2025
- Assistant Branch Manager transferred to Library Associate-Youth – New Castle, 24hrs/week - 4/27/2025

Vacancies: 9

- *Youth Services Interns - one at each branch - scheduled to start week of 5/26*
- *Substitute Library Assistant - Carbondale - offer pending*
- Youth Services Coordinator – Carbondale, 40hrs/week
- Library Page - Carbondale, 10hrs/week

Departures: 1

- Substitute Library Assistant - 4/29/2025

Additional Staffing Information:

Headcount as of 5/22/2025 (includes staff who are on extended leave):

- 94 total staff members (includes Subs)
- 48 benefit-eligible staff (32 - 40 hours per week); 33 part-time staff (less than 32 hours per week); 13 Substitutes (no regularly scheduled hours)
- 65.13 FTE

Active FT & PT Staff Stats by Location – 5/22/2025					
<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	8.83	14	353	4	10
Glenwood	9.15	12	366	6	6
New Castle	6.30	8	252	4	4
Silt	5.95	7	238	5	2
Rifle	8.45	11	338	5	6
Parachute	6.05	8	242	4	4
Support Services	20.40	21	816	20	1
Grand Total	65.13	81	2605	48	33

Branch Libraries Report, June, 2025

By Nancy Barnes, Branch Libraries Director

The district's digitization efforts continue in partnership with the Colorado Historic Newspapers Collection (CHNC). We recently added two significant local publications to the archive:

- [*Roaring Fork Valley Journal*](#) (January 6, 1983 – December 3, 1987)
- [*Valley Journal*](#) (December 10, 1987 – October 15, 1992)

These additions help preserve and provide public access to valuable local history.

Carbondale:

The library has been steadily expanding its book club offerings and now hosts five regular clubs. For adults, there are monthly Fiction, Nonfiction, and Spanish book clubs, as well as a club that meets at local bars or restaurants. For children, the library offers the highly popular Graphic Novel Club. In addition, the library continues to provide five regular storytimes for children: Baby, Toddler, Preschool, Spanish, and Bilingual. These efforts reflect a reinvigorated programming schedule centered on books and reading for all ages.

This month, the library is launching two new programs: *Life After 70*, a group designed to foster open and supportive discussions about aging, and a Spanish Conversation Club tailored for early learners of the language.

Glenwood Springs:

The Glenwood Library hosted "Opening the Toolbox: Glenwood Springs Housing Solutions Symposium," a standing room only workshop on housing in Glenwood Springs. A panel of six experts offered helpful advice as well as connections to several organizations working to improve the situation for those who work or reside in Glenwood Springs. The [event](#) was part of National Fair Housing Month, an initiative designed to educate renters, first-time buyers, employers and the community.

The Glenwood Historical Society hosted a talk from Ashton Durrett, *Personal Reflections of Immigration from Italy to Glenwood*. Ashton shared stories of the family's arrival in the late 1800's to work in the Aspen silver mines and settling in the valley in the aftermath of the 1893 silver panic.

Several hundred comic enthusiasts and cosplayers attended the [4th annual Comics Festival](#) at the library. In addition to collecting free comic books and competing for prizes in the cosplay contest, attendees played board games, experienced virtual reality, made crafts, and attended an author talk and learned about the importance of alternative literacy.

New Castle:

The library is scheduled to host its grand reopening on May 28 at 10:00 a.m. The celebration will span three days and include guided tours and various drop-in activities. Staff are excited to reopen the library's doors

and share the beautifully remodeled space with the community. The library is also returning with a full week of programs and outreach events.

Upcoming Programs:

- May 28 at 6:00 p.m.: Screening of *Free For All: The Public Library*
- May 29 at 3:00 p.m.: Live music with the Colorado Currys
- May 30 at 12:00 p.m.: Sewing 101
- May 31: Bike Rodeo outreach event in partnership with the New Castle Police Department

The library participated in the Earth Day event hosted by the New Castle Climate and Environment Commission. It was a successful and enjoyable experience. As part of its ongoing commitment to sustainability, the library relaunched its seed library and distributed 402 seed packets to the community. New partnerships have also been formed with Rifle Middle School, Elk Creek Elementary, and Katherine Senor Elementary. The library will provide soil and seeds, and in return, the schools will grow starter plants to be distributed free to library patrons. Staff are enthusiastic about expanding the seed library program through these collaborations.

As part of the Raising a Reader initiative, the Youth Services Coordinator visited local schools to participate in Pre-Kindergarten graduation celebrations, helping to foster early literacy and a love for reading.

Rifle:

In May, the library hosted several impactful programs that engaged and supported the community:

- **Blood Drive:** In partnership with Saint Mary's Bloodmobile, the library provided an opportunity for community members to donate blood and help save lives.
- **Paws and Tails Adoption Event:** This collaboration with Journey Home Animal Shelter brought adoptable pets to the library and promoted awareness of animal adoption.
- **Home Hacks: Save Energy and Money:** A practical, well-attended program offering tips to reduce household energy use and lower utility costs.
- **The Human Library:** A powerful event where attendees "checked out" people instead of books, engaging in one-on-one conversations that encouraged empathy, understanding, and connection. "Human books" bravely shared personal stories, including:
 - Living with autism
 - Raising a child with Down syndrome
 - Surviving kidnapping and sexual assault
 - Coming out as LGBTQ+
 - Living in the U.S. under DACA
 - Life after adoption

One of the month's most meaningful moments came from the Spanish-English Conversation Circle and Citizenship Classes. Longtime patron Flora passed her U.S. citizenship exam—an achievement made possible through her determination and the library's supportive resources.

Maria, who worked closely with her, shared:

"Flora holds a very special place in my life. She came to me with the dream of becoming a U.S. citizen, but also with a lot of fear... She once said, 'I'm too old to learn, nothing sticks in my brain—I might never pass the test.' But Flora didn't give up."

Flora's success is a powerful reminder of the life-changing impact libraries can have by offering access, encouragement, and community.

Silt:

The Silt branch hosted its first Military Appreciation event, which was meaningful and well-received by the community. Shylo led the initiative, coordinating all details and ensuring local veterans were consulted and supportive throughout the planning process. Many veterans told staff they felt genuinely honored and welcomed. Approximately 200 guests attended—an impressive turnout for a town of 3,000. The award-winning band, composed of veterans, thanked the library for hosting the event in a small community and expressed interest in returning next year. The local fire department contributed by cooking hot dogs. Attendees wrote 40 thank-you cards, which were distributed to veterans and event contributors afterward. Several vendors have already expressed interest in participating in future events.

Other recent programs include: Wild Horses of the Region, soap-making and sewing workshops and a Narcan training session equipped participants with essential skills to respond to opioid overdoses.

Approximately 500 students visited the library at the end of the school year. Many signed up for library cards, received instruction on how to use library resources, and were introduced to the Summer Reading Program and other youth services.

Paul Stanley attended a leadership workshop alongside local government leaders and returned with new strategies and insights for the branch.

Parachute:

Renovations continue in Parachute. New carpet and shelving is currently underway. Staff provided outreach at MayFest with staff providing information at the upcoming summer reading program. Reached many teens. YSC visited the middle school to talk to kids about summer reading. Summer Reading kick-off party is June 7th at Cottonwood Park, "Summer Splash Down." Grand reopening is scheduled for June 21st.



Participants at Silt Library's gardening class.

Raising a Reader "graduation" day.



Opening the Toolbox: Glenwood Springs Housing Solutions Symposium at the Glenwood Springs library.



Comics Festival, 2025



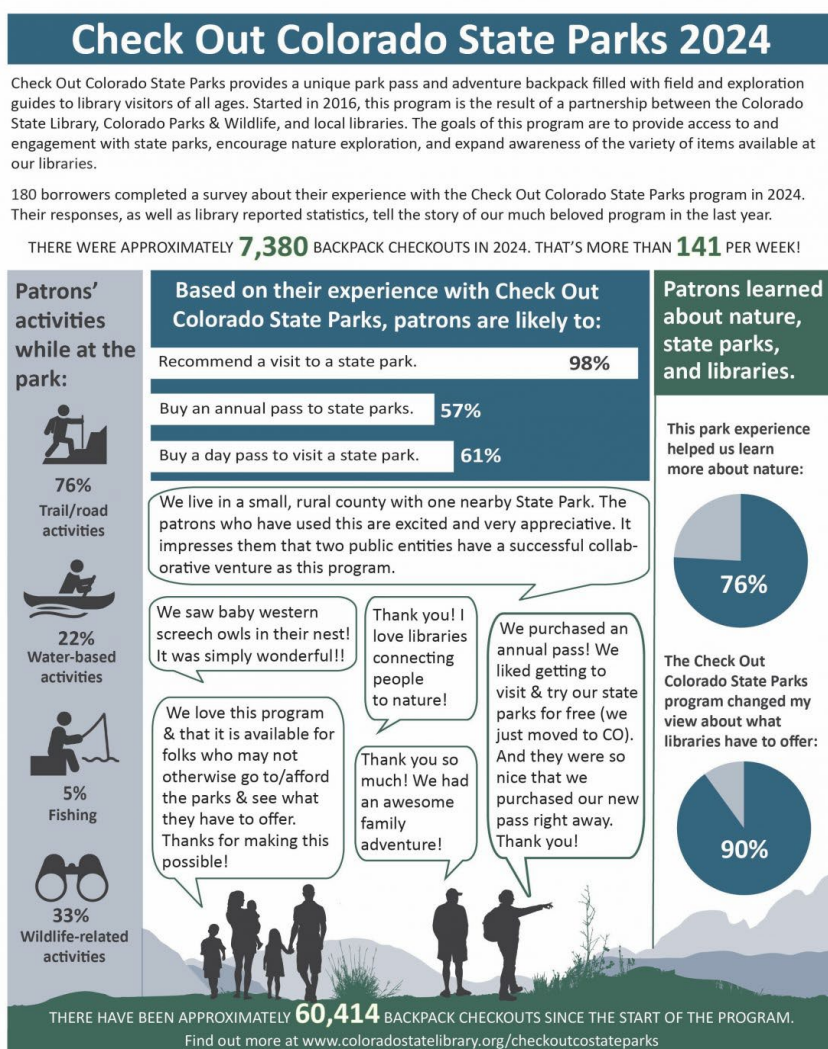
Silt library's new awning construction.

Circulation and Collections Report, June, 2025

By Jenn Cook, Technical Services Director

Check Out Colorado State Parks

With a library card, the Check Out Colorado State Parks pass helps patrons get outside and explore the beauty right in our backyard. Patrons can borrow a free parks pass to enjoy hiking, fishing, wildlife, and more from any of our branch libraries. While usage dipped slightly last year, the program remains a beloved and vital resource. The following infographic highlights stories from across the state, showing the impact of this program:



Author: Sara Wicen, Research Assistant
Fast Facts ED3/110.10/No.375
www.LRS.org | © 2025 Library Research Service



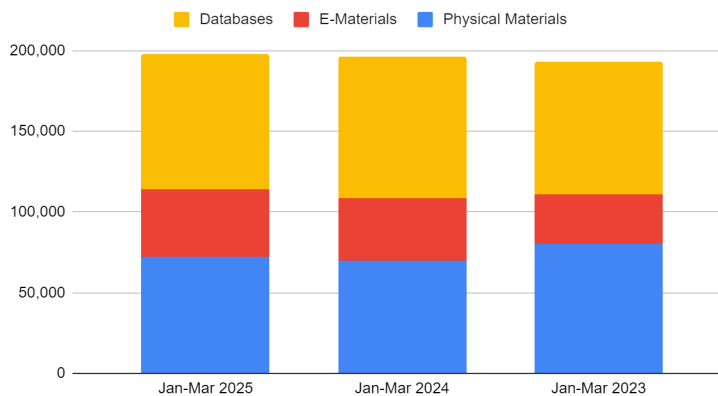
This project was made possible by the Institute of Museum and Library Services.

First Quarter 2025 Library Services Statistics

Circulation and Usage

- **Physical Materials:** Slight uptick in 2025 (72,286 items), a 2.88% increase over the first quarter in 2024. It's a small bounce back following a few years of decline, but it suggests physical checkouts are stabilizing, and collection development decisions are showing signs of success. Long-term shifts in patron habits may be keeping this number down.
- **E-Materials:** This is where the growth is strongest. A jump of 10.91% from the first quarter of 2024 to the first quarter of 2025 (up to 42,210) continues a consistent upward trend from 2023. People are clearly leaning into digital content more than ever.
- **Databases:** Here's a bit of a surprise. Usage dropped by 5.62% in the first quarter of 2025. After peaking in 2024, it seems people either didn't need the resources as much or perhaps have shifted toward alternative sources.

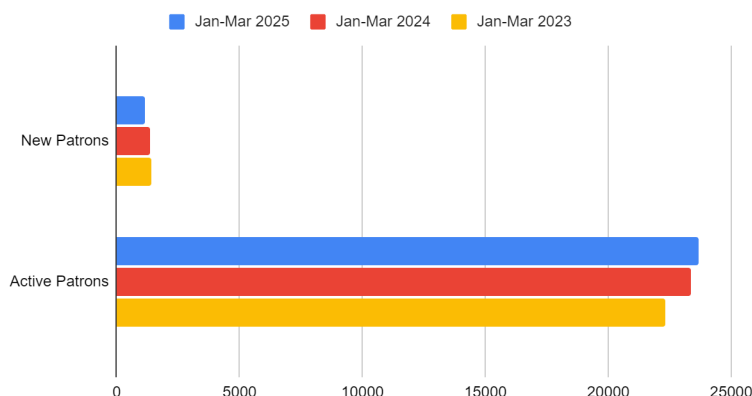
Circulation and Usage 1st Quarter



New and Active Patrons

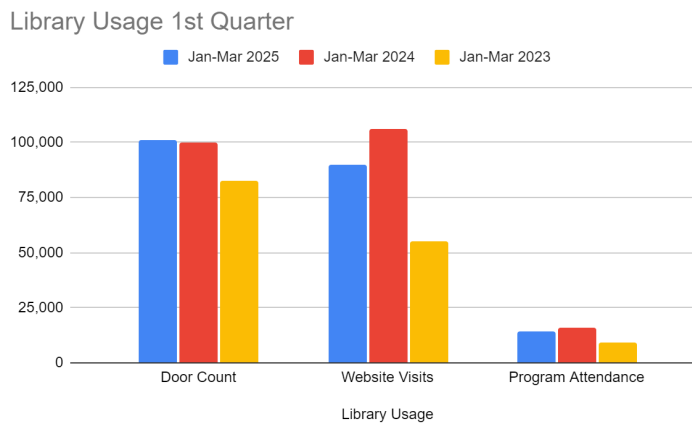
- **New Patrons:** These numbers are steadily decreasing, with a 13.85% drop in 2025. That's a red flag. It might point to challenges in outreach, or fewer people moving into the area or discovering the library.
- **Active Patrons:** While new users are down, the ones who are engaged are sticking around. Active patrons are up 1.29%, suggesting a solid base of loyal users.

New and Active Patrons 1st Quarter



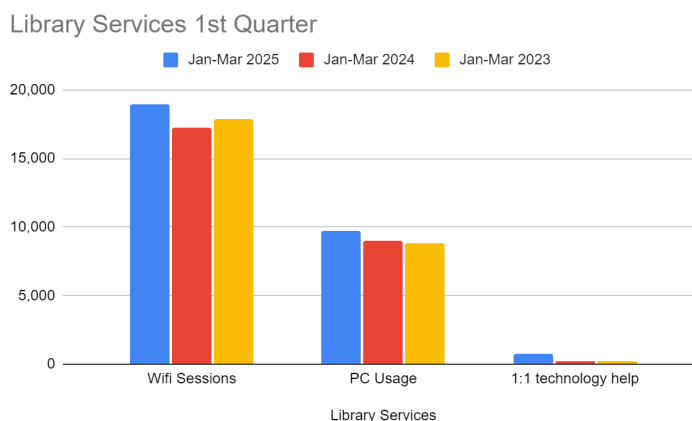
Library Usage

- **Door Count:** A small gain in foot traffic with door counts rising just under 1% from the same period last year. While modest, it's a positive sign of consistent in-person engagement, especially compared to 2023's much lower count.
- **Website Visits:** Down by 15.35%, which is a bit puzzling alongside the e-materials growth. Maybe people are accessing materials through apps or external platforms instead of the website.
- **Program Attendance:** Down by 13.30%. This may, in part, reflect broader social and political factors, including increased concerns among immigrant communities in response to the current political climate. These external pressures can influence individuals' willingness or ability to participate in public programs, even when such services are welcoming and inclusive.



Library Services

- **Wi-Fi Sessions & PC Usage:** Both up (9.66% and 8.68% respectively), showing people still rely on the library for internet and computing access.
- **1:1 Technology Help:** This is a standout stat. A whopping 220.51% increase suggests a growing demand for personalized digital assistance, likely reflecting a community need to bridge the tech skills gap. Staff may also be becoming more diligent in tracking these numbers.



In summary, digital services are booming, especially e-materials and tech help. In-person engagement is slipping, particularly in program attendance. The core user base is loyal, but it's getting harder to bring in new patrons. Technology support is a clear area of growth, possibly a strategic focus for the future.

Marketing Report, June, 2025

By James Larson, Communications and Marketing Director

Outreach

We began our busy season of outreach with the Rifle Child Safety Fair where Karina and Sierra plus Garfield the mascot greeted attendees with swag and information about our then upcoming Día del Niño virtual event. The first weekend in May we participated in the 3rd annual Cinco de Mayo event. Thank you to the staff volunteers who participated in this event. We participated in the pozole contest and handed out swag and information about the library. Our mini library beach balls are always a hit with the kids. Around 500 were in attendance.



Recognition

GCPLD was proud to be acknowledged by the annual *Post Independent Local's Choice awards*.

Librarian of the Year Winner: Jamie LaRue

Librarian of the Year Finalist: [Ana Gaytan](#)

Top Summer/Camp program Finalist: Summer Reading Challenge

Best Customer Service (non-restaurant) Finalist

Annual Report

The 2024 Annual Report is now available on the website: [https://gcpld.org/wp-content/uploads/2025/05/2024 Annual Report-1.pdf](https://gcpld.org/wp-content/uploads/2025/05/2024%20Annual%20Report-1.pdf)

Summer Reading Challenge

Our annual Summer Reading Challenge starts June 1st until July 31st. The theme is a gaming theme called “Level up at Your Library.” Participants sign up and track their minutes read through an app called Beanstack. Our community goal is 1 million minutes read, a goal we’ve beaten the past 4 years. There will be weekly raffles and prizes for a certain number of minutes read (food coupons, toys, food coupons, books) plus huge, fantastic gift baskets for the final grand prize drawings by age group. And of course, it wouldn’t be a Summer Reading Challenge without the wonderful programming we have lined up:

- **Kick-Off the Summer Reading Challenge with a Summer Splash Party** June 3 – 7
- **STEM with Challenge Island** June 10 – 12
- **Drum Safari** June 17 – 19
- **Mr. Tap** June 24 – 26
- **Ice Cream Socials** July 1 – 3
- **Foam Parties with Ann Lincoln** July 8 – 10
- **Locomotion Circus** July 15 – 17
- **Mr Kneel's Hip Hop for Families** July 22 – 24
- **Bilingual Yoga with Diana Laughlin** July 29 – 31
- **End of Summer Celebration with Rocky Mountain Puppets** August 5 – 7

Social media analytics

Followers:

Facebook – 4,224 (12 new followers)

Instagram – 1,695 (up 24 followers)

Email Newsletter – 18,464 (up over 1200 patrons)

Facebook Reach* 11,500 (down 17%)

Instagram reach: 1,500 (down 11%)

* Reach = The number of people who saw any content from your Page or about your Page, including posts, stories, ads, social information from people who interact with your Page and more.

Top Facebook Posts



Garfield County Libraries
 Published by **Alex Garcia-Bernal**
 · April 29 at 5:17 PM ·

Apologies for the technical difficulties with our Facebook streaming for our Mental Chat conversation tonight. To watch the live stream and interact with the conversation, please join us by clicking this link:
<https://us02web.zoom.us/j/85747997320>




LET'S CHAT MENTAL HEALTH

Join your Garfield County Libraries and the Garfield County Public Health Department for a series of open conversations about different mental health issues. The conversations will alternate each month between the Glenwood Springs and Rifle Branch Libraries, and will also be streamed through Zoom.


GLENWOOD SPRINGS BRANCH LIBRARY JANUARY 28 MARCH 25 MAY 27	RIFLE BRANCH LIBRARY FEBRUARY 25 APRIL 29 STARTING AT 5 PM		FREE!
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For more info call Garfield County Public Health at 970-665-6370.



Garfield County Libraries
 Published by **Brendan J Peters**
 · May 11 at 5:01 PM ·

Comics Festival was a blast last week! 🌟
 Thank you to everyone who participated!



Boost

29

2
 2

Like
 Comment
 Share

Most relevant

Comment as Garfiel...

Suzanne Wheeler-Del Piccolo
 Awesome 🤩



Garfield County Libraries
 Published by [Hisel Emily](#)
 · April 29 at 12:59 PM · 🌐

Do you know someone who loves to help others in our community? Your Garfield County Librari... [See more](#)



Boost

9

1 4

Like

Comment

Share

Most relevant ▾

Comment as Garfiel...

Larry Guengerich
 Thank you for carrying on Lisa's memory!

3w Love Reply Hide



Garfield County Libraries
 Published by [Brendan J Peters](#)
 · 4d · 🌐

Our Human Library event brought us together in the best of ways! 🙌
Thank you to everyone who participated.



+16



Garfield County Libraries

Published by [James Larson](#)



· 2d · 🌐

Please join us in celebrating Amaranda Fregoso's 10-year work anniversary! Amaranda began her library journey as a volunteer at the Carbondale library and has worked in every front-line position as she made her way to the Branch Manager of Parachute. She even served as our Employee Development Coordinator! We're honored to celebrate her achievements and contributions.

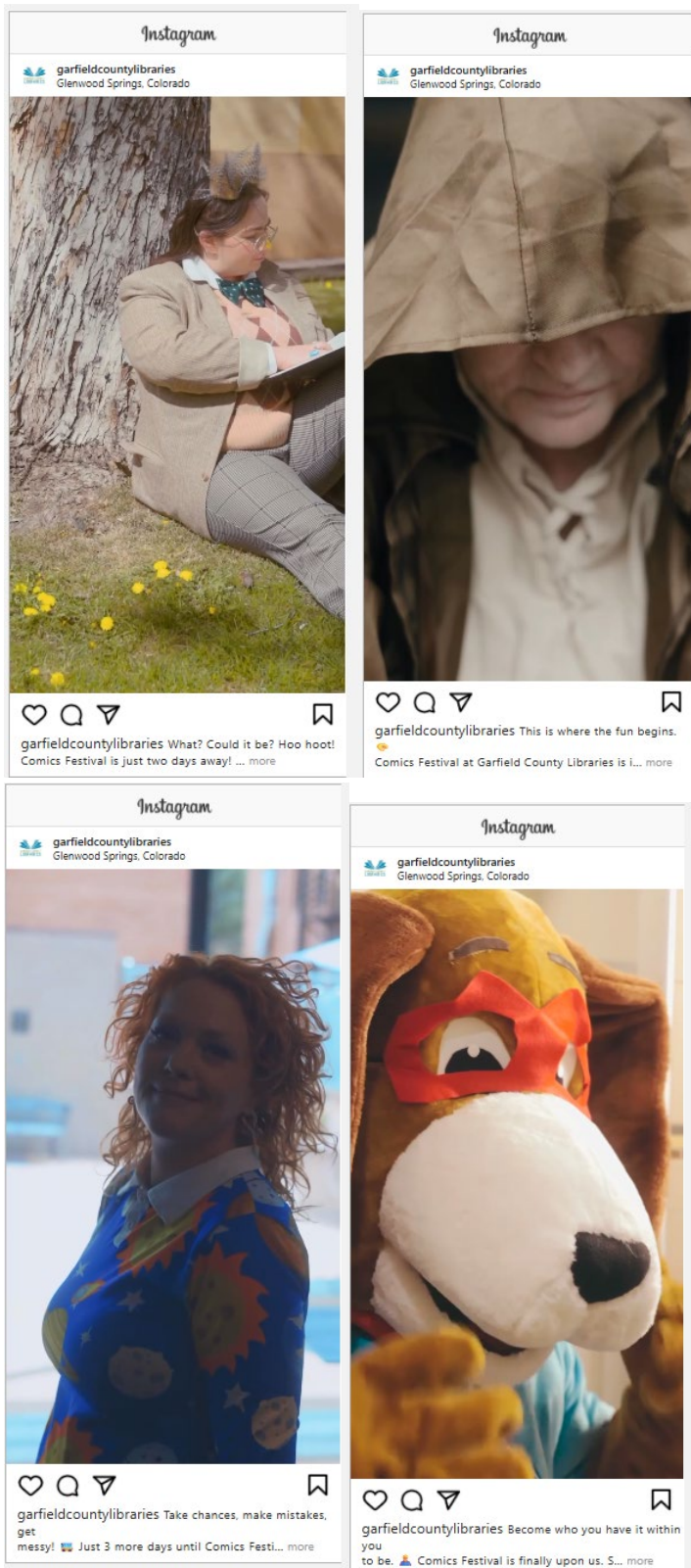
Congratulations, Amaranda, on your 10 years with the library district!

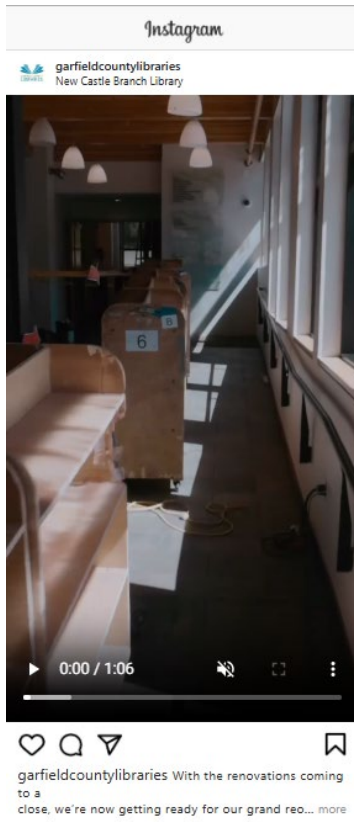
Your dedication and hard work have brought you far, and your impact on both the district and the community is truly invaluable.

We're incredibly lucky to work alongside someone so passionate and committed. Here's to the journey so far—and to the one still ahead. Cheers to another 10 years!



Top Instagram Posts





In the news

<https://soprissun.com/literate-life-what-is-leadership/>

<https://soprissun.com/literate-life-what-is-leadership/>

<https://www.postindependent.com/news/kapow-the-annual-comics-festival-returns-to-glenwood-springs-library/>

<https://soprissun.com/roaring-fork-school-district-libraries-remain-safe/>

<https://www.postindependent.com/opinion/garfield-county-libraries-column-the-price-of-knowledge/>

<https://www.postindependent.com/news/new-event-series-beginning-at-garfield-county-library-this-summer/>

<https://soprissun.com/library-report-residents-demand-apologies-from-two-board-members-ask-president-to-resign/>

<https://soprissun.com/garco-report-praise-for-the-libraries-pie-day-and-summer-fun/>

Programs and Events, May 2025

By Alex Garcia-Bernal, Education & Events Manager

Special Events:

April begins a truly busy season for programming across the Library District. The New Castle Library kicked things off by opening up their new seed library on Tuesday April 1st. Patrons are encouraged to check out up to 5 seed packets, and to donate to the collection. The Glenwood Springs began hosting an Art in the Stacks exhibit featuring the local Art Guild. They also hosted a special history presentation on “Lost Places, People, and Things in Glenwood Springs” by Christi Couch on Thursday April 10th.

The Rifle Library hosted a special meeting to present the upcoming remodel plans with their community on Monday April 7th and began hosting an Art in the Stacks exhibit on Saturday April 12th. The Silt Library held their remodel presentation on Monday April 14th, and a special Book Bingo program to celebrate National Library Week on Tuesday April 8th, The Carbondale library hosted theirs on Friday April 11th. The Carbondale library also hosted a presentation by Jamie LaRue on the Right to Read on Tuesday April 8th. They also hosted a special presentation by Jan Schubert and Friends, The Girl and the Chenoo: Little Listener, a special Native American themed puppet show on Wednesday April 9th.

The Glenwood Springs library held a very special and effective program on housing in Glenwood Springs on Thursday April 24th. GCPLD hosted a special virtual Dia del Niño (Day of the Young Child), featuring music, story times and a puppet show, and made 700 take and make craft/goodie bags for kids to enjoy on Saturday April 26th.

Storytimes:

The Rifle Library hosted their Bilingual Sensory Storytime on Tuesday April 1st and 15th , their regular Storytime each Thursday in April, and their Baby and Me Bilingual Storytime on Mondays April 14th and 28th. 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 April. The New Castle Library hosted their regular Storytime and their Toddler Storytime each Tuesday, and their regular Storytime each Wednesday in April. The Glenwood Springs Library hosted their Baby Story Time, Bookworm Babies and their Pre School Storytime each Tuesday in April, their math Storytime program, ABC 123, each Wednesday in April, and their Sensory Storytime program, Sense-ational Stories and Squiggles each Thursday in April .

The Parachute library hosted their monthly Cozy Corner Storytime Monday April 3rd. The Silt Library hosted their regular story time each Monday in April. The Parachute Library hosted a Spanish Storytime, Hora de Cuentos, offsite each Wednesday in April.

Library Children Events:

All libraries hosted their School's Out Spark programs once per week in April. The Carbondale and Glenwood libraries hosted their Stay and Play program, Get the Wiggles Out each Thursday in April. The Silt Library hosted their Stay and Play program, Shake Your Sillies Out, and their Meal Monkey food handout each Friday in April. The Carbondale and Glenwood libraries hosted their Stay and Play program, Get the Wiggles Out each Thursday in April. The Rifle Library hosted their sensory STEM club on Friday April 4th.

Partnered Children Events:

All libraries hosted their Spanish language story times once per week with Raising a Reader in the month of April. All libraries hosted one monthly Science Exploration Hour with the Aspen Science Center in the month of April, 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 April 4th, and 18th. The Carbondale Library hosted Paws to Read, a guest storytime program with the animal shelter on Tuesdays April 1st and 15th.

Teen/Tween Events:

The Parachute Library hosted their Dungeons and Dragons game club on Tuesday April 1st. The Silt Library hosted their Teen Gaming club, Game On and hosted it on Saturdays April 5th and 19th. The Glenwood Springs Library hosted their Magic the Gathering game club on Saturday April 5th. The Rifle Library hosted their teen club, Madness Mondays weekly in April. The Glenwood Springs Library hosted their Dungeons and Dragons program on Saturday April 19th. The Carbondale Library hosted their Coding Club with the Aspen Science Center on Tuesdays 8th and 22nd.

The Parachute Library hosted their Artful Tuesdays program on April 11th and 25th. The Glenwood Springs Library hosted their Dungeons and Dragons program on Saturday April 15th. The Parachute Library hosted a Teen Creative Writing Club on Thursday April 20th.

Family Events:

The Rifle Library hosted their Homeschool Curious Minds club each Thursday in April. The Silt Library hosted their monthly Family Game night on Thursday April 3rd and their Bilingual Loteria Game Night on Thursday April 10th. The Glenwood Springs Library held their Monday Mommy Meet-Up each week in April. They also hosted their Family Community Movie Night on Tuesday April 15th and their Game Night on Friday April 18th. The Parachute Library hosted their movie night, Lights Camera, Library! On Friday April 25th.

Book Clubs:

The Rifle Library hosted their Friends of the Library Book Club on Wednesday April 9th. The Carbondale Library hosted their Nonfiction Bookclub and their monthly Spanish Bookclub on Thursday April 10th. They also hosted a Book Launch Party for teens, for the graphic novel “The Cartoonists Club” by Raina Telgemeier on Thursday April 10th. The Parachute Library hosted their Food For Thought Cookbook Club on Thursday April 10th. The Glenwood Springs Library hosted their monthly Spanish book club, Entre Las Paginas on Saturday April 12th. The Carbondale Library hosted their Third Thursday Bookclub on April 17th. The Silt Library hosted their monthly Book Club on Thursday April 17th, and their Books in Bars program on Thursday April 24th. The Parachute Library hosted their fantasy bookclub, Escape Reality on Sunday April 27th. The Carbondale library hosted their Last Monday Bookclub on April 28th.

Partnered Adult Events:

The Rifle Library hosted their ESL classes with CMC on each Tuesday and Wednesday in April with the Spring semester ending on Wednesday April 9th. The Carbondale Library hosted their partnered Open Hours program with English in Action each Monday in April and with CMC each Wednesday in April. The Glenwood Springs Library hosted their memoir writing club, Your Story Your Life on Friday April 4th and 18th. The Rifle Library continues to host open Discovery Cafe hours from 10:00am to 4:00pm, Monday through Friday in April. They also hosted a special Spanish presentation on Optimizing Your Life Through Technology with local area organizations on Monday April 7th.

The Glenwood Springs library hosted a special presentation by VOICES in engaging community story circles. This program was specially designed for Teens and Senior Citizens. The Rifle library hosted the Rifle Heritage Museum in their monthly presentation, this month’s, Take Flight Through History with Ernie LeRoy, on Saturday April 19th. They also hosted their Let’s Chat Mental Health program with the Garfield County Public Health Department on Tuesday April 29th.

Adult Arts and Crafts:

The Carbondale Library hosted their Nature Journaling program on Friday April 4th and their knitting club, In Stitches, each Monday in April. The Rifle Library hosted their monthly Crochet Corner on Sunday April 6th, and their monthly Spice Up the Month Craft Kit on Monday April 7th. The Glenwood Springs Library hosted their Writer's Workshop on Thursdays April 10th and 24th. The Silt library hosted a special art workshop, Page End Painting, where patrons made art with the end pages of books, on Saturday April 12th. The Glenwood Springs Library hosted a Haiku and Writing Workshop on Saturday April 12th. The Carbondale Library hosted their monthly Poets and Writer's Group on Sunday April 20th.

Adult Education Events:

The Rifle Library hosted their Basic Computer classes on Tuesdays April 8th and 22nd and their English/Spanish conversation circle each Wednesday in April. The Rifle Library hosted a Breast Feeding support group on Friday April 18th. They also hosted a special presentation about sexual abuse prevention on Monday April 21st. The Silt Library hosted a Narcan Training program with High Rockies Harm Reduction on Tuesday April 22nd. The Silt library hosted their "Pioneering for the Modern Day" program on Saturday April 26th. The Glenwood Springs, Parachute, and Rifle library began hosting a Spanish language hybrid (in person and zoom) Yoga class hosted by a community partner each Thursday in April.

Events for Seniors:

The Silt Library hosted their Tai Chi for Seniors each Wednesday in April. The Carbondale Library hosted their final senior fitness program for the series, Move From Your Center on Wednesday April 2nd. The Glenwood Springs Library hosted their Tai Chi for Seniors each Wednesday and Saturday in April, their Wonderful Wednesday program on April 9th. The Carbondale library hosted a geri-fit program on Tuesday April 24th.

Adult Social Events:

The Glenwood Springs Library hosted their Mah Jongg game program each Tuesday in April. The Carbondale Library hosted their Art of Random Conversations program on Sunday April 6th. The New Castle Library hosted their Circle of Friends program, in which people with disabilities have a social hour, on Thursdays April 10th and 24th. The Rifle hosted their adult Dungeons and Dragons club on Sundays April 13th and 27th. The Glenwood Springs Library hosted their Chess Club on Thursday April 17th.

Concerts, Films, and Author Presentations:

The Carbondale Library hosted a screening of the documentary, Free For All: The Public Library, on Wednesday April 9th. The Glenwood Springs, Silt, Rifle, and Parachute libraries hosted poet and hip/hop artist Myles Bullen between April 23rd and 25th.

Facilities, June, 2025

By Jon Medrano, Facilities Manager

Library Reconfiguration for Parachute & New Castle Branches - UPDATE

Parachute

FCI is continuing it's construction phasing which includes work such as stone, drywall, tile, carpet and paint. The new shelving and furniture is projected to be installed on the last week of June. Staff will be able to transition into the new Staff Room soon.

New Castle

The building is essentially done with all aspects of construction. The last few items that are pending is a light fixture in the Exhibit room as well as some wall outlet completions. They have already installed new furniture as well as new shelving.

Staff from both branches are excited and eager for patrons to begin utilizing the newly remodeled building.

Silt Shade Awning - UPDATE

The general contractor is currently in the process of installing the timber and steel frame structure. Once that work is complete it will have a shade material installed and a fresh coat of paint will take place. All aspects of the project are going as planned and it's projected to be finished by the end or the beginning of June.

Elevator Repairs at Rifle Branch Library

The contracted elevator company proceeded with minor repairs on the staff elevator. There was an issue with a component that was a part of the fire mode procedure. Normal routine maintenance was done at this time as well. All aspects of the elevator are in working order.

CLEER Energy Utility Billing Tacking

The library will be proceeding with a program from CLEER Energy Group, which is an organization that the library district is a member of. This particular program is free to all clients and has to do with analyzing energy usage via a deep dive of utility bill tracking. CLEER will provide quarterly and annual reports which will serve a guide on how to modify energy usage in order to be more economical.

A/V Repairs at Glenwood Springs & Rifle Branch Libraries

The Rifle and Glenwood Springs branch had been experiencing some issues with their A/V equipment, specifically the HDMI wall data port and its connectivity to the projector. An A/V company was brought in to address those issues as well as a few other small ones. Everything is back in good working order.

Solar Inverter Incident at the Rifle Branch Library

On Friday, May 9th, there was a burning plastic smell that was reported. The Facilities Manager called our contracted HVAC Technician, and had him investigate what it could be, believing it could be something with the HVAC equipment. However, after an inspection it turned out that it was solar inverter #5, which is located in a small solar room on the north end of the building on the second floor. DC power was switched off and a local solar company was brought in to proceed with the repair process. On May 13th, as the panel was being assessed by a solar company, a fuse holder was pulled out which caused a spark in the panel. The spark then turned into a fire. An evacuation order was issued and all occupants safely exited the building. The fire did not grow and was maintained inside of the panel due to two fire extinguishers being deployed on it. The fire department arrived quickly on-site to assess the situation. The fire took place due to #1 failing equipment inside of the inverter. #2 Live power. Even though the panel was “switched off”, their panel was still drawing power from the roof’s solar panels. The system was designed in 2010, and is not fitted with any formal shut off switches from the solar panel to the inverter. The inverter is the initial connection, and then proceeds to the other various panels throughout the building. This was discovered sometime later and so the technicians located the J-boxes on the roof and disconnected the wiring thus killing the power to all the solar inverters ensuring that they are indeed off. The library is waiting on an estimate for an inverter replacement as well as an assessment of the remaining 5 inverter panels. The Facilities Manager would like to thank all Rifle and Admin staff as they did an amazing job ensuring a safe and speedy evacuation.