

Agenda

Garfield County Public Library District Board of Trustees Meeting

Date: Thursday, January 8, 2026, 2:00 PM
Rifle Branch Library, 207 East Ave.,
Rifle, CO 81650

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. Introductions of new Board members
- B. Roll Call
- C. Public Participation: 3 minutes per person
- D. Approval of the agenda

II. CONSENT AGENDA FOR APPROVAL

- A. Minutes of Library Board meeting December 4, 2025 (pp. 3-5), December 15, 2025 (pp. 6)
- B. Claims for Board Approval: General Fund November 16 - December 15, 2025 (pp. 7-10); Alpine Bank Credit Card Statement November 2025 (pp.11-15)

III. ACTION ITEMS

- A. Election of 2026 officers, Board of Trustees
 - a. President
 - b. Vice President
 - c. Treasurer
 - d. Secretary

IV. DISCUSSION ITEMS

- A. Management Report, Jamie LaRue (pp. 14-16)
- B. Political and polling strategist update, Jamie LaRue
- C. Finance Report, Kevin Hettler (pp. 17-21)
- D. Employee Commuting Stipend Policy, Kim Owens (pp. 24-25)
- E. Trustee reports and comments, All Trustees
- F. Rifle Branch Library report, Amy Tonozzi

Next Board Meetings:

Regular Meeting: Thursday, February 5, 2026, 2:00 PM, Location: New Castle 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: New Castle

Date: Thursday, December 4, 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.

Board Members Present:

Adrian Rippy-Sheehy

Michelle Foster

John Mallonee

Stephanie Hirsch

Brit McLin

Tony Hershey

I. CALL TO ORDER - 2:00pm - Adrian Rippy-Sheehy

- A. Roll Call - Kevin Hettler took the roll call. All trustees present; Rifle Trustee seat vacant.
- B. Public Participation: 3 minutes per person
 - a. Kevin O'Brien, New Castle - Addressed the adult graphic novels that keep getting brought up. One of the books has been turned into an award winning show on Amazon. If you don't like the books, don't read them.
 - b. John Lepkowski, Silt - Uses the library a lot. 98% of everything in the library is fantastic. Thinks some of the books should go to jury trial and be age restricted. Says kids know about the adult graphic novels in the library.

- C. Approval of the agenda
- a. Brit McLin moved to approve the agenda, John Mallonee seconded. Motion passed.

II. CONSENT AGENDA FOR APPROVAL - Brit, Michelle

- D. Minutes of Library Board meeting November 6, 2025 (pp. 3-5)
- D. Claims for Board Approval: General Fund October 16 through November 15, 2025 (pp. 6-9); Alpine Bank Credit Card Statement October (pp.10-13)
- a. Brit McLin moved to approve the consent agenda, Michelle Foster seconded. Motion passed.

III. ACTION ITEMS

- A. Proposal for 2026 polling services, Jamie LaRue and Kevin Hettler (pp. 14-31)
 - a. Phase 1 exploration, building questions, and doing actual polling budgeted cost \$40,500.
 - b. Phase 2 continues with public campaign budgeted cost \$74,900
 - c. John Mallonee moved to proceed with the polling and political strategist service proposal with the amendments made by the Board with the ability to stop at any time, Michelle Foster seconded. Motion passed.
- B. Resolution 25-2 to Adopt the 2026 Budget, Kevin Hettler (pp. 47)
 - a. Most significant changes to the budget include: 1. Proposing sales tax revenue increase to get closer to actual. 2. Expenditure for IT contract vendors going up. 3. Polling strategist proposal. 4. Hold lockers reducing budget by \$33k.
 - b. Capital items still in place for building refreshes in Silt and Rifle.
 - c. Tony Hershey moved to accept Resolution 25-2 to adopt the 2026 budget, John Mallonee seconded. Motion passed.
- C. Resolution 25-3 to Appropriate Sums of Money for 2026, Kevin Hettler (pp. 48)
 - a. Brit McLin moved to approve 25-3 for Appropriate Sums of Money for 2026 as presented, Tony Hershey seconded. Motion passed.
- D. Resolution 25-4 to Set Mill Levies for 2026, Kevin Hettler (pp. 49)
 - a. Michelle Foster moved to approve Resolution 25-4 to Set Mill Levies for 2026 as presented, Tony Hershey seconded. Motion passed.
- E. City Market gift cards for staff
 - a. Tony Hershey moved to approve the gift cards for staff, Brit McLin seconded. Motion passed.

IV. DISCUSSION ITEMS

- A. Management Report, Jamie LaRue (pp. 32-36)
 - a. Discovery Cafe is consolidating and moving to the basement at Catholic Charities in Glenwood Springs. Proposing to have Lift-Up use the space for food distribution.
 - b. Did a presentation in Parachute about what the District is. We are a Library District, not a Special District.
- B. Finance Report, Kevin Hettler (pp. 37-44)

- a. The Citizen Oversight Committee met. Broke down expenditures based on 6A ballot measure promises.
- b. Compared income and cost from 2019 to now.
- c. Trustee reports and comments, All Trustees
- a. Tony Hershey - Addressed comments made by John Lepkowski. Said he comes, says what he wants, and leaves. We are not here to parent kids. It is the parents' job and responsibility.
- b. Adrian Rippy-Sheehy - Recognized Michelle Foster at her last meeting. Has been on the Board for 10 years. Wanted to honor her and thank her.
- c. Michelle Foster - Has been a joy to be on the Board. Libraries are special.
- D. New Castle Branch Library report, Ana Gaytan
- a. Have had a remodel since last time met in New Castle.
- b. Highlighted staff and their work anniversaries. Strong knowledgeable team.
- c. During remodel, continued to conduct programming off site, did take home kits, seed library, and curbside assistance.
- d. Posada being hosted on December 13th at Coal Ridge High School.

Next Board Meeting:

Regular Meeting: Thursday, January 8, 2026, 2:00 PM, Location: Rifle Branch Library, 207 East Ave. Rifle, CO

Adrian Rippy-Sheehy adjourned the meeting at 3:21pm.

Record of Proceedings: Board of Trustees Special Meeting to Recommend Trustee Appointments

Place: Zoom

Date: Monday, December 15, 2025

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. Adrian Rippy-Sheehy called the meeting to order at 1:10 p.m.

II. Roll call:

- Adrian Rippy-Sheehy - present
- Michelle Foster - present
- John Mallonee - present
- Stephanie Hirsch - present
- Brit McLin - present (recused and left meeting for New Castle discussion)
- Tony Hershey - Absent

III. Discussion of criteria for recommendation

- A. Community involvement / Volunteer focus
- B. Native Spanish speaker (given the high percentage of population in the county)
- C. Business/finance expertise
- D. Board experience

III. **Parachute/Battlement Mesa**

E. Michelle Foster moved to recommend **Lynda Prendergast** for appointment to the Library Board. Motion seconded by John Mallonee. Trustees commented on her energy, community focus, community connections, board experience, volunteer experience, and work with youth. Passed unanimously.

III. **Rifle**

F. Brit McLin moved to recommend **Gregorio Rios Aguilar** for appointment to the Library Board. Motion seconded by Stephanie Hirsch. Trustees commented on his frequent family use of the library, one child still in high school, regular participation in library events, native Spanish speaker. While he did not have lots of board experience, he had a keen interest in learning. Passed unanimously.

III. **New Castle**

G. Michelle Foster recommended **Brit McLin** for reappointment to the Library Board. Motion seconded by Stephanie Hirsch. Trustees praised Brit's year of effective representation, attention to detail, institutional knowledge, and board experience. Passed unanimously (Adrian, Michalle, John, and Stephanie remained in the meeting).

III. Adjourned: 1:34 p.m. A reminder that on January 5, 2026, Adrian, John, and Jamie will present the library's 2026 budget to the Board of County Commissioners. At the same meeting, the BOCC will vote on library board appointments.

Claims for Board Approval

Alpine Bank Checking November 16 through December 15, 2025

Date	Num	Name	Memo	Amount
10010 · Alpine Bank- Gen(..7072)				
11/16/2025	Eft	Amazon .com	Oct purchases	6,610.84
11/20/2025	Eft	City of Glenwood Springs	GW electricity	853.40
11/20/2025	Eft	City of Rifle	Water / sewer	161.14
11/20/2025	Eft	Town of New Castle	Water / sewer	239.73
11/20/2025	Eft	Town of Silt	Water / sewer	229.19
11/20/2025	Eft	WEX Bank	Oct vehicle fuel	645.04
11/20/2025	Eft	Windcave	Merchant fees	62.50
11/20/2025	Eft	Xcel Energy	NC PA RI SI CA electricity	4,285.86
11/21/2025	Eft	Tiger, Inc.	Gas delivery	667.68
11/24/2025	Eft	Masters Telecom LLC	Fax service	178.68
11/25/2025	Eft	Waste Management	RI CA NC trash / recycling	723.48
11/26/2025	Eft	Alpine Bank	Oct c.c. pmt	23,559.07
11/28/2025	Eft	CRA	Retirement plan contributions	11,215.82
11/28/2025	Eft	CRA	Retirement plan contributions	5,451.29
11/30/2025	28181	A Clean Break, LLC	RI SI NC November cleaning	6,700.00
11/30/2025	28182	American Janitor LLC	PA October cleaning	1,096.00
11/30/2025	28183	Aspen Maintenance Supply LLC	Janitorial supplies	366.09
11/30/2025	28184	Aspen Science Center	STEM programs	1,800.00
11/30/2025	28185	Button, Jean-Marie	SI sewing lessons	200.00

11/30/2025	28186	Cardiff Cleaning Service	CA GW cleaning	4,694.00
11/30/2025	28187	Citadel Security Group, LLC	RI GW security	6,632.16
11/30/2025	28188	Colorado River Valley Chamber	2025 awards banquet	800.00
11/30/2025	28189	Cosecha Textiles	CA furniture reupholstery	3,450.00
11/30/2025	28190	FE Technologies American Corp	Ann'l maint contract for self-ck rover	2,000.00
11/30/2025	28191	Fregoso, Amaranda	Mileage reimb	436.80
11/30/2025	28192	GEMart LLC	Mayan Crafting spark activity	200.00
11/30/2025	28193	Glenwood Springs Kiwanis	Kiwanis Burn-off event sponsorship	300.00
11/30/2025	28194	Ingram Library Services	Library materials	8,475.64
11/30/2025	28195	iSolved, Inc.	COBRA notices admin core service	441.00
11/30/2025	28196	Jean's Printing	Winter reading bingo cards	390.31
11/30/2025	28197	McIntyre, Caroline	Conference per diem reimb	498.33
11/30/2025	28198	Micro Plastics, Inc.	Find your story banner	144.00
11/30/2025	28199	Midwest Tape	Library materials	994.82
11/30/2025	28200	Morrow, Karina	Mileage reimb	229.60
11/30/2025	28201	Mountain Parent LLC	Winter ads	900.00
11/30/2025	28202	Anvil Points Upholstery & Carpet	RI 2nd floor carpets and furniture	2,381.00
11/30/2025	28203	OverDrive	Library eMaterials	15,002.34
11/30/2025	28204	Playaway Products LLC	Library materials	835.86
11/30/2025	28205	Reliance Standard	December disability insurance	1,129.57
11/30/2025	28206	S.T.E.A.M. Junction LLC	STEAM activity	585.00
11/30/2025	28207	Sopris Sun	Print ads	700.00
11/30/2025	28208	Swank Movie Licensing USA	Movie license renewal	1,752.00
11/30/2025	28209	Willis Towers/CEBT	December health insurance	59,450.71
11/30/2025	28210	San Jose State University	Education assistance	3,408.00
11/30/2025	28211	Kanopy, Inc.	Kanopy streaming service	12,000.00
11/30/2025	28212	CenturyLink	Elevator / fire alarm telephone	858.24
11/30/2025	Eft	Town of Carbondale	CA water / sewer	147.02
12/01/2025	Eft	ImageNet Consulting - fka De Lage Landen	500-50378442	1,161.66
12/01/2025	Eft	Black Hills Energy	GW and CA gas	662.13
12/01/2025	Eft	Alpine Bank- CC	Merchant fees	146.37
12/01/2025	Eft	Mountain Waste & Recycling	5322-183915-001	115.98
12/05/2025	wire	Kroger	year end staff thank you cards	8,502.50
12/08/2025	Eft	Verizon Wireless	Cell phones, hotspots, filtering, One Talk	7,758.01
12/11/2025	Eft	Xcel Energy	NC electricity	376.10
12/15/2025	28213	625-Water(9283)	RI SI staff water	164.88
12/15/2025	28214	Acme Fire Alarm Company Inc	2026 1st quarter fire system monitoring	454.92
12/15/2025	28215	AFLAC	December supplemental insurance	300.68
12/15/2025	28216	AlwaysMountainTime LLC	Radio ads	1,000.00

12/15/2025	28217	Anvil Points Upholstery & Carpet	GW CA cleaning	6,155.00
12/15/2025	28218	Aspen Maintenance Supply LLC	Janitorial supplies	1,041.67
12/15/2025	28219	Bushman, Rebekah	NC SPARK programs	200.00
12/15/2025	28220	Canvas Products, Inc.	SI awning - final pmt	4,002.50
12/15/2025	28221	Carlson, Kristin L.	Adult writing workshop	175.00
12/15/2025	28222	Carsten, Toni	Mileage reimb	289.80
12/15/2025	28223	Cedar Networks	December broadband	1,080.00
12/15/2025	28224	CenturyLink	Elevator / fire alarm telephone	429.12
12/15/2025	28225	Citadel Security Group, LLC	RI GW security	5,528.44
12/15/2025	28226	Colorado Mountain News Media	Print ads	825.00
12/15/2025	28227	Colorado Special Districts Prop&Liab Pool	2026 Property / liab / wc insurance	91,559.00
12/15/2025	28228	Convey Language Solutions	Interpretation services Aug-Nov 2025	2,770.32
12/15/2025	28229	Cummings, Eileen	Mileage reimb	61.05
12/15/2025	28230	Cura HR, LLC	HR support / training materials	1,855.00
12/15/2025	28231	Daly Property Services	CA Dec snow removal retainer	300.00
12/15/2025	28232	Demco	Processing supplies	551.31
12/15/2025	28233	Evans, Ethel M.	NC reindeer presentation	3,850.00
12/15/2025	28234	EverGreen ZeroWaste	CA compost service	75.00
12/15/2025	28235	FocusedKids	CA SPARK programs	600.00
12/15/2025	28236	Funger, Katie	Mileage reimb	91.00
12/15/2025	28237	GEMart LLC	Art in the stacks	1,650.00
12/15/2025	28238	Hollingsworth, Erin	PLA airfare reimb	666.86
12/15/2025	28239	JanWay Company USA, Inc.	Spanish services t-shirts	812.20
12/15/2025	28240	Jean's Printing	business cards / bookmarks	1,642.00
12/15/2025	28241	Kyle Jason Leitzke LLC	CA art of conversation	150.00
12/15/2025	28242	Martin-Cespedes, Juan Manuel	CA spanish conversation club	225.00
12/15/2025	28243	Medrano, Jonathan	Mileage reimb	158.20
12/15/2025	28244	Micro Plastics, Inc.	NC interior signage	3,792.00
12/15/2025	28245	Evans, Ethel M.	CA reindeer presentation	4,850.00
12/15/2025	28246	Kallassy, Tracy	Mileage reimb	219.80
12/15/2025	28247	Midwest Tape	Hoopla and Library materials	10,469.40
12/15/2025	28248	Mountain Pest Control, Inc.	Nov spraying	220.00
12/15/2025	28249	Music Associates of Aspen Inc	Staff holiday party	700.00
12/15/2025	28250	Northwest Colorado Council of Governments	RI 5 year elevator inspections	1,750.00
12/15/2025	28251	Ochoa, Tamara	PLA airfare reimb	647.37
12/15/2025	28252	Office Outfitters	NC quiet room furniture	5,556.51
12/15/2025	28253	Perez Arreguin, Rodrigo Fernando	Live music performance	1,000.00
12/15/2025	28254	Peters, Brendan	Mileage reimb	151.20
12/15/2025	28255	Pye Barker Fire & Safety, LLC	Annual inspections	1,859.00

12/15/2025	28256	REFORMA Colorado Chapter	REFORMA sponsorship	2,000.00
12/15/2025	28257	Roaring Fork Valley Early Learning Fund	RAR events and programs	13,169.55
12/15/2025	28258	Sanchez, Ivett	PLA airfare reimb	480.86
12/15/2025	28259	Seter, Vander Wall & Mielke, P.C.	Legal fees	3,485.80
12/15/2025	28260	Shape Architecture Studio, LLC	RI SI schematic design	21,592.31
12/15/2025	28261	Silt Historical Park	Facilities charge for steampunk event	385.00
12/15/2025	28262	Sopris Sun	Print ads	600.00
12/15/2025	28263	Sturgeon, Amanda	NC wreath making class	650.00
12/15/2025	28264	Thomas Klise/Crimson Multimedia	Library materials	579.70
12/15/2025	28265	Town of Parachute	Water / sewer / trash	120.64
12/15/2025	28266	Transparent Information Services, LLC	Background checks	668.25
12/15/2025	28267	Unique Management Services, Inc.	Collections service Oct/Nov	218.90
12/15/2025	28268	Wolburg, Natasha	Mileage reimb	168.00
12/15/2025	28269	Ingram Library Services	Library materials	19,154.92
12/15/2025	Eft	Amazon .com	November supply purchases	11,322.70
12/15/2025	Eft	ImageNet Consulting LLC	Copier copies - quarterly billing	6,420.44
12/15/2025	Eft	Garfield County Public Library Foundation	Donations / book sales	97.35
12/15/2025	Eft	City of Glenwood Springs	Electricity	849.18
12/15/2025	Eft	Town of Silt	Water / sewer	229.19
Total 10010 - Alpine Bank- Gen(..7072)				<u>454,676.98</u>

Reconciliation Detail

Alpine Bank Purchase Card, Period November 2025

Type	Date	Num	Memo	Amount	Balance
Beginning Balance					23,559.07
Cleared Transactions					
Charges and Cash Advances - 84 items					
Credit Card Charge	11/01/2025	MMUHStrgWM	Lift rental / storage rental/ disposer care / latch / pavers/ voltage tester / propane tank	-1,113.31	-1,113.31
Credit Card Charge	11/01/2025	NCHbyLby	Christmas decor	-171.99	-1,285.30
Credit Card Charge	11/01/2025	PAWalmart	De lo muertos supplies	-50.27	-1,335.57
Credit Card Charge	11/02/2025	SISRBkyProm	Friendsgiving supplies; day of the dead refr.	-154.40	-1,489.97
Credit Card Charge	11/02/2025	SSTonyBkry	Day of the dead baking program	-148.32	-1,638.29
Credit Card Charge	11/02/2025	CALaRaza	Books in bars refreshments	-60.86	-1,699.15
Credit Card Charge	11/02/2025	RIWalmart	Halloween candy	-19.88	-1,719.03
Credit Card Charge	11/02/2025	CAPeppinos	Guess the candy corn prize	-10.35	-1,729.38

Credit Card Charge	11/02/2025	SI\$General	Packing tape	-6.00	-1,735.38
Credit Card Charge	11/03/2025	SSOTC	Christmas craft supplies	-929.43	-2,664.81
Credit Card Charge	11/03/2025	SSCAL	CAL membership renewal	-70.00	-2,734.81
Credit Card Charge	11/03/2025	SSCommOven	CA community oven use	-50.00	-2,784.81
Credit Card Charge	11/03/2025	NCCityMkt	Staff morale	-23.47	-2,808.28
Credit Card Charge	11/03/2025	GWDominos	GWHS book club refreshments	-15.98	-2,824.26
Credit Card Charge	11/04/2025	MMLowes	Wall mount cabinet and locks	-185.34	-3,009.60
Credit Card Charge	11/04/2025	SSNtwkSol	Domain renewal	-47.99	-3,057.59
Credit Card Charge	11/04/2025	SSWalmart	Outreach program supplies	-44.73	-3,102.32
Credit Card Charge	11/05/2025	SIWalmart	Pioneering program sewing supplies	-98.71	-3,201.03
Credit Card Charge	11/05/2025	FTWalmart	Carpet cleaner and pliers	-85.49	-3,286.52
Credit Card Charge	11/06/2025	SSCityMkt	Board meeting refreshments	-73.61	-3,360.13
Credit Card Charge	11/06/2025	FTLowe's	Door stops	-33.64	-3,393.77
Credit Card Charge	11/06/2025	CAUSPS	Mail forms to patron	-10.25	-3,404.02
Credit Card Charge	11/07/2025	SSTonyBky	Day of the dead refreshments	-309.00	-3,713.02
Credit Card Charge	11/07/2025	SIWalmart	Charlie brown thanksgiving refreshments	-30.83	-3,743.85
Credit Card Charge	11/07/2025	CACityMkt	Staff morale	-27.99	-3,771.84
Credit Card Charge	11/07/2025	CACricut	Cricut subscription	-10.80	-3,782.64
Credit Card Charge	11/08/2025	CADominos	Staff morale	-31.46	-3,814.10
Credit Card Charge	11/08/2025	SI\$General	Pioneering program sewing supplies	-12.00	-3,826.10
Credit Card Charge	11/10/2025	SSGrimco	Large format printer ink and paper	-1,174.50	-5,000.60
Credit Card Charge	11/10/2025	SSWalmart	Staff holiday party supplies	-195.84	-5,196.44
Credit Card Charge	11/10/2025	SSUnitedAA	Marketing conference baggage fee	-40.00	-5,236.44
Credit Card Charge	11/10/2025	RIWhstlPig	Community interview refreshments	-10.71	-5,247.15
Credit Card Charge	11/11/2025	SSHeadspc	Employee wellness app	-3,408.60	-8,655.75
Credit Card Charge	11/11/2025	SSHytt	Marketing conference lodging	-597.93	-9,253.68
Credit Card Charge	11/11/2025	RI2RIChambe	CO river valley chamber dues	-250.00	-9,503.68
Credit Card Charge	11/11/2025	SSBonfire	Staff morale	-188.93	-9,692.61
Credit Card Charge	11/11/2025	RI2Walmart	Staff morale	-121.64	-9,814.25
Credit Card Charge	11/11/2025	SI2Hyatt	Marketing conference per diem	-64.61	-9,878.86
Credit Card Charge	11/11/2025	RI2Adobe	Adobe stock and creative cloud	-49.98	-9,928.84
Credit Card Charge	11/11/2025	SSAdobe	Adobe creative cloud	-34.99	-9,963.83
Credit Card Charge	11/11/2025	SIFamily\$	Community conversation refreshments	-25.45	-9,989.28
Credit Card Charge	11/12/2025	CACityMkt	Staff morale	-20.97	10,010.25

Credit Card Charge	11/12/2025	PAWalmart	Staff morale	-13.08	10,023.33	-
Credit Card Charge	11/13/2025	SIWalmart	Janitorial supplies and golden years refresh.	-84.57	10,107.90	-
Credit Card Charge	11/13/2025	SILtCaeWM	Loteria refreshments	-54.65	10,162.55	-
Credit Card Charge	11/13/2025	SS3USPS	Monthly ill postage	-42.00	10,204.55	-
Credit Card Charge	11/14/2025	CAHiCntyGdn	Plants for native plant garden	-316.84	10,521.39	-
Credit Card Charge	11/15/2025	NCHbyLby	Passive craft supplies and christmas decor	-70.70	10,592.09	-
Credit Card Charge	11/17/2025	SSDemco	Processing supplies	-334.38	10,926.47	-
Credit Card Charge	11/17/2025	GWALA	Pla/Alsc membership renewal	-89.00	11,015.47	-
Credit Card Charge	11/17/2025	FTVlyLumber	2" x 4" treated cedar	-10.24	11,025.71	-
Credit Card Charge	11/18/2025	SSHilton	Core forum conference lodging	-725.76	11,751.47	-
Credit Card Charge	11/18/2025	SIWMCM	Friendsgiving refreshments	-444.94	12,196.41	-
Credit Card Charge	11/18/2025	RIWalmart	Teen craft supplies	-60.20	12,256.61	-
Credit Card Charge	11/18/2025	NCCMStBks	Staff morale	-32.49	12,289.10	-
Credit Card Charge	11/18/2025	FTLowe's	Patio cleaning supplies	-22.10	12,311.20	-
Credit Card Charge	11/19/2025	CACommAcces	KDNK radio ads	-335.00	12,646.20	-
Credit Card Charge	11/19/2025	SS3WildCoff	Staff morale	-58.69	12,704.89	-
Credit Card Charge	11/20/2025	SSOpenAI	Open AI membership	-600.00	13,304.89	-
Credit Card Charge	11/20/2025	GWUnPzaCM	Staff morale	-257.97	13,562.86	-
Credit Card Charge	11/20/2025	SSGarcoSD	Coal ridge high school ad	-130.90	13,693.76	-
Credit Card Charge	11/20/2025	FTAce	Concrete and tile drill bits	-86.96	13,780.72	-
Credit Card Charge	11/20/2025	RIWalmart	Staff morale and staff holiday party supplies	-56.13	13,836.85	-
Credit Card Charge	11/20/2025	RIWalmart	Friendsgiving supplies	-37.77	13,874.62	-
Credit Card Charge	11/20/2025	FTAce	Mortar mix	-20.97	13,895.59	-
Credit Card Charge	11/20/2025	SI\$General	Friendsgiving refreshments	-12.50	13,908.09	-
Credit Card Charge	11/22/2025	PAWalmart	Teen program supplies	-35.88	13,943.97	-
Credit Card Charge	11/22/2025	SI\$Tree	Christmas craft supplies	-21.50	13,965.47	-
Credit Card Charge	11/23/2025	SSAdobe	Adobe acrobat pro	-47.98	14,013.45	-
Credit Card Charge	11/23/2025	CACityMkt	Passive activity prizes and staff morale	-29.97	14,043.42	-
Credit Card Charge	11/24/2025	GWCityMkt	Rayito de luz refreshments	-51.12	14,094.54	-
Credit Card Charge	11/24/2025	FTWalmart	Sink disposercare and return steering wheel cover	-7.56	14,102.10	-
Credit Card Charge	11/25/2025	SSSHRM	SHRM membership renewal	-224.25	14,326.35	-
Credit Card Charge	11/25/2025	PAWalmart	Staff morale and job fair refreshments	-121.77	14,448.12	-
Credit Card Charge	11/25/2025	FTTrctSply	P-trap odor control	-26.98	14,475.10	-
Credit Card Charge	11/25/2025	CATruNature	Community interview refreshments	-20.70	14,495.80	-

Credit Card Charge	11/25/2025	FTVlyLumber	P-trap cap	-17.99	14,513.79	-
Credit Card Charge	11/26/2025	RICanva	Canva renewal	-179.40	14,693.19	-
Credit Card Charge	11/26/2025	CAKnitPicks	Yarn	-99.90	14,793.09	-
Credit Card Charge	11/26/2025	NCUSPS	Postage stamps	-78.00	14,871.09	-
Credit Card Charge	11/26/2025	RIWalmart	Volunteer appreciation; staff holiday party	-68.21	14,939.30	-
Credit Card Charge	11/26/2025	SIWalmart	Staff holiday party supplies	-42.04	14,981.34	-
Credit Card Charge	11/26/2025	FTWalmart	Steering wheel cover	-16.66	14,998.00	-
Credit Card Charge	11/26/2025	FTWalmart	Cable studs	-3.48	15,001.48	-
Total Charges and Cash Advances				15,001.48	15,001.48	-
Payments and Credits - 2 items						
Credit Card Credit	11/03/2025	SSWasp	Tax refund	14.98	14.98	
Check	11/26/2025	Eft	Oct c.c. pmt	23,559.07	23,574.05	
Total Cleared Transactions				8,572.57	8,572.57	
Cleared Balance				-8,572.57	14,986.50	
Register Balance as of 11/30/2025				-8,572.57	14,986.50	

Management Report - Month, 2025

By Jamie LaRue, Executive Director

Polling update

On December 17, 2025, Kevin Hettler, Kim Owens and I met with Jared Boigon of TeamCivX, and Courtney Sievers of Magellan Strategies to discuss the polling questions and potential ballot language to preserve our 1 mill expiring in 2027. A draft of the survey has been created and is now being reviewed by staff. We hope to meet again on January 6 to review it and draft ballot language by Kim Seter. While we don't anticipate having a final copy by January 8, 2026, we do hope to allow for some board input on the questions. To that end, I'll be inviting the board members who expressed interest in contributing to the poll (John Mallonee and Stephanie Hirsch) to participate in our January 6 meeting.

Reflections on 2025

At a recent meeting of our District Leadership Council (DLC) we took a moment to reflect on some of the accomplishments of the year. Here were some highlights:

- Spanish Services Team successes (collection, staffing, programs)
- Meeting goals for our Long Range Plan - solid progress across the board
- Programming in keeping with plan

- Facilities projects: learning the importance of communication, and with a fresh, modern result that reflects how our community uses us
- Working with new board members to build a positive and productive culture. And lots of praise for the board for upholding values and policies even when that wasn't easy.
- Staff retention progress
- Lots of professional development: conferences, presenters, retreats, key training for individuals. Our only limitation was time.

I'd be interested in hearing board reflections, too! Meanwhile, I do want to state how impressed I have been with our staff and board this past, award-winning year.

Long Range Plan

We are in the process of conducting new interviews with community members to see if our plans are still in sync with the community. We'll be cleaning up the document as we continue to track our progress. This might be a good focus for our 2026 board retreat.

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: Monthly community conversation program launched at the Silt library.

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: Glenwood Springs museum archivist is working with the district to evaluate and preserve historical materials housed at the New Castle Library.

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

Achievements to Date: Recently acquired the Colorado Grants Guide, a database that connects non-profits with potential funders.

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: All library branches donated the proceeds from their December book sales to local food bank, Lift-Up.

Achievements to Date: Friendsgiving event held at Silt library to ease isolation and loneliness among community members.

Fostering Early Literacy

Goal #2: Staff Growth & Development: Ensure staff has necessary, ongoing education and resources to provide meaningful and relevant early literacy services.

Achievements to Date: Youth services staff registered for upcoming youth services conference.

Enhancing Spanish Services

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

Achievements to Date: New Spanish language streaming service, Bibliotele, launched.

Goal #2: Programming: We will expand Spanish/Bilingual Programming at all branches.

Achievements to Date: Successful Posada Novena event held at Coal Ridge High School. Over 200 in attendance.

Goal #4: Recruiting, Retaining, and Training Bilingual Staff: We will increase the number of Spanish speakers to better reflect our communities.

Achievements to Date: Four staff passed the Spanish language assessment in the fourth quarter, 2025.

Building Our Workforce

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

Achievements to Date: Four staff passed the Spanish language assessment in the fourth quarter, 2025.

Achievements to Date: Newly updated staff intranet launched in December 2025.

Maintaining Beautiful Buildings

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

Achievements to Date: Hold locker installed at Parachute library.

Goal #2: Improve Wayfinding: Implement bilingual signage throughout our libraries to enhance inclusivity and accessibility for Spanish-speaking patrons, fostering a welcoming and supportive space for all community members.

Achievements to Date: New bilingual signage installed at Parachute library.

Achievements to Date: Bilingual front door signage displaying the new operating hours has been added to all six library branches.

Goal #3: Maximize Outdoor Space: Revitalize library outdoor spaces to encourage community use and expand the footprint of the library buildings.

Achievements to Date: Patio awning installed at Silt Library.

Finance Report, January 2026

By Kevin Hettler, Chief Financial Officer

Kickoff meeting was held on 12/17/25 with political strategist and polling consultant Team CivX and Magellan Strategies. Discussed polling topics, strategies, and time line.

The following charts depict all revenues received and expenditures made from 1/1/25 through 11/30/25.

Total revenues received as of 11/30/25 are \$13,070,511.

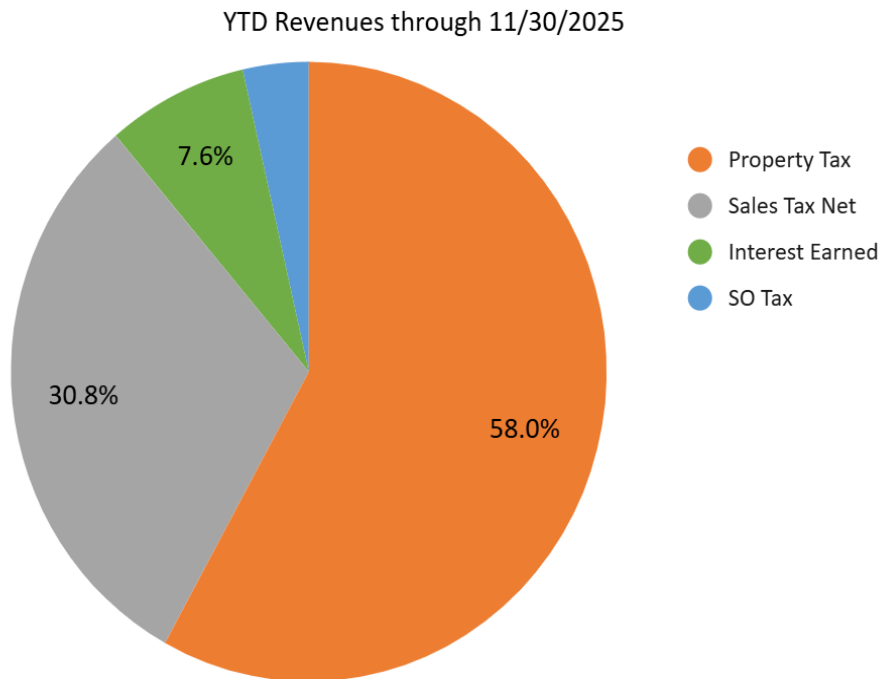
Total expenditures made as of 11/30/25 are \$11,623,148.

91% of the year has elapsed as of 11/30/25.

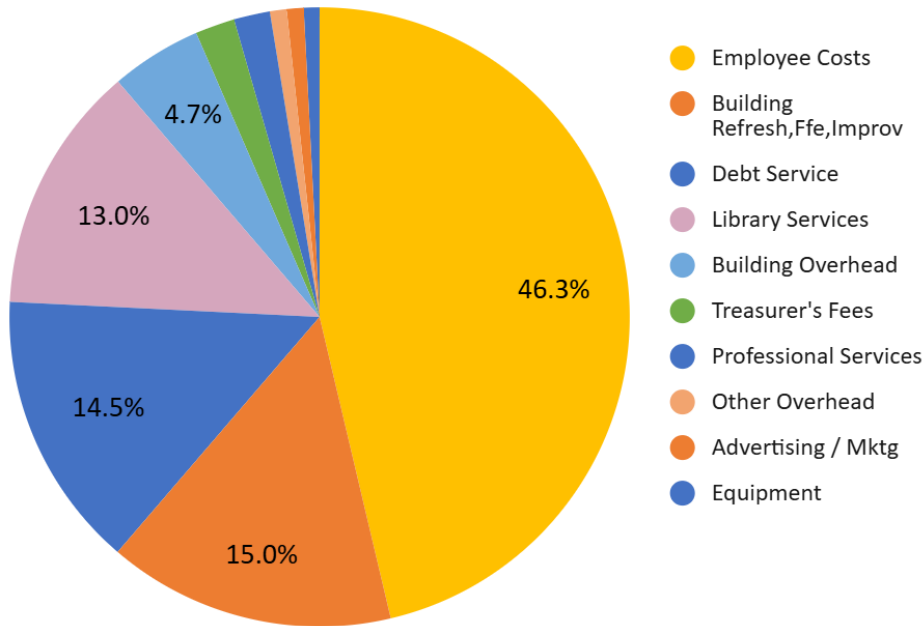
101% of budgeted revenue (\$12,866,044) has been received.

86% of budgeted expenditure (\$13,509,728) has been made.

All cash and investment accounts have been reconciled by month end.



YTD Expenditures through 11/30/2025



Garfield County Public Library District

Profit & Loss Budget vs. Actual Jan - Nov 2025 (unaudited)

	Jan - Nov 2025 Actual	Annual Budget	% of Annual Budget	Footnotes	Jan - Nov 2024 Actual	\$ Increase / (- Decrease) in Actual '24 to '25
Income						
40100 · Sales Tax Revenue	4,107,313	4,250,000	96.64%		3,925,242	182,071
40102 · Sales Tax Refunds	-111,720	-80,000	139.65%		-25,774	-85,946
40200 · Property Tax Revenue	7,536,002	7,512,712	100.31%		10,229,191	-2,693,189
40300 · Specific Ownership Tax Revenue	463,725	500,000	92.75%		508,392	-44,667
40900 · Interest Earned on Investments	993,551	600,000	165.59%	1.	1,035,591	-42,040
41000 · Grants	25,648	18,223	140.75%	2.	28,671	-3,023
41200 · Other Revenue	40,494	30,236	133.93%		40,254	240

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	4,815	7,000	68.79%	5,943	-1,128
42000 · Branch Revenues	10,683	8,000	133.54%	41,538	-30,855
Total Income	13,070,511	12,866,044	101.59%	15,789,048	-2,718,537
Expense					
50001 · Treasurer's Fees	238,000	243,654	97.68%	290,098	-52,098
50005 · Debt Service	1,672,578	1,673,739	99.93%	1,659,800	12,778
51000 · Employee Costs	5,345,561	6,091,082	87.76%	4,662,096	683,465
52000 · Library Services	1,496,378	1,611,783	92.84%	1,488,275	8,103
53000 · Professional Services	217,467	228,791	95.05%	207,349	10,118
54000 · Building Overhead	547,354	942,069	58.1%	520,186	27,168
54500 · Building Refresh, Furniture, Improv	1,728,233	2,209,000	78.24%	107,506	1,620,727
55000 · Equipment	94,548	175,590	53.85%	303,972	-209,424
56000 · Other Overhead	100,715	98,893	101.84%	93,979	6,736
57000 · Advertising & Marketing	101,421	144,660	70.11%	116,076	-14,655
58000 · Vehicles	8,517	18,400	46.29%	10,892	-2,375
59000 · Partnerships	72,377	72,067	100.43%	68,794	3,583
Total Expense	11,623,149	13,509,728	86.04%	9,529,023	2,094,126
Net Income	1,447,362	-643,684		6,260,025	-4,812,663

Footnotes:

1. Interest rates remained above budget for most of 2026.
2. Includes \$3438 safety grant and \$1200 storycorp grant not budgeted
3. Includes PA NC renovation, SI awning work

Garfield County Public Library District
Balance Sheet as of November 30, 2025 (unaudited)

ASSETS	
Current Assets	
Checking/Savings	
10010 · Alpine Bank- Gen(..7072)	522,644.08
10050 · Colo Trust - General	25,195,552.59
10055 · C-Safe	62,882.87
10060 · Alpine Bank- Payroll(..8785)	2,043.47
10070 · Alpine Bank - Flex(..0583)	1,997.76

11010 · CS-23652000-Annual Interest Pmt	99.35
11050 · CS-23652001-Annual Princ. Pmt	1,247.48
Total Checking/Savings	25,786,467.60
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	34,134,584.17
Other Assets	
18400 · Prepaid Exps	40,173.95
19100 · Due to / from Foundation	682.01
19150 · Due to/fr Employees	74.87
Total Other Assets	40,930.83
TOTAL ASSETS	34,175,515.00
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	66,395.08
Total Accounts Payable	66,395.08
Credit Cards	
20510 · Alpine Bank Purchase Card	14,986.50
Total Credit Cards	14,986.50
Other Current Liabilities	
20660 · Grants Payable	3,368.03
21100 · Other Payroll Payables-	
21105 · FLEX payable	2,564.02
21150 · Health Ins	-5,736.20
21160 · Life Ins	-439.98
Total 21100 · Other Payroll Payables-	-3,612.16
21200 · Payroll Payable-	119,877.00
Total Other Current Liabilities	119,632.87
Total Current Liabilities	201,014.45
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	8,549,131.02
Equity	
30000 · Unassigned Fund Balance	22,559,240.05
30005 · Non-Spendable Fund Balance	39,909.61
30010 · Restricted Fund Balance	502,000.00
30030 · Committed Fund Balance	1,077,872.00
Net Income	1,447,362.32
Total Equity	25,626,383.98
TOTAL LIABILITIES & EQUITY	34,175,515.00

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	282,424.27	18.84%	335,755.71	18.88%	354,405.73	5.55%	329,553.69	-7.01%
February	313,056.99	38.77%	321,339.27	2.65%	333,667.13	3.84%	322,519.31	-3.34%
March	293,864.24	-2.79%	395,859.72	34.71%	359,244.54	-9.25%	385,795.97	7.39%
April	356,615.85	14.18%	369,805.64	3.70%	355,805.99	-3.79%	371,274.19	4.35%
May	357,069.28	-1.73%	411,190.92	15.16%	383,795.26	-6.66%	412,789.75	7.55%
June	414,125.44	16.96%	434,620.76	4.95%	421,162.60	-3.10%	452,564.74	7.46%
July	414,876.04	16.86%	437,099.52	5.36%	425,889.65	-2.56%	485,586.55	14.02%
August	434,258.56	36.78%	446,230.27	2.76%	424,282.46	-4.92%	415,548.79	-2.06%
September	408,238.24	13.99%	431,588.03	5.72%	418,497.93	-3.03%	404,314.74	-3.39%
October	390,686.93	17.51%	409,219.69	4.74%	395,722.34	-3.30%		
November	375,740.34	20.93%	381,767.36	1.60%	374,220.79	-1.98%		
December	425,100.13	13.22%	424,728.21	-0.09%	418,312.15	-1.51%		
TOTAL	4,466,056.31	16.17%	4,799,205.10	7.46%	4,665,006.57	-2.80%	3,579,947.73	2.97%

Human Resources Report, January 2026

By Kim Owens, HR Director

A big thank you to the GCPLD Board for the City Market gift cards for our staff. Our staff appreciated these.

Staff Education and Development update

2025 was a busy, productive year! I'm really proud of the growth among our staff. We had staff participating in professional development in a variety of ways - professional conferences (attending and presenting), visiting neighboring libraries, taking on leadership roles by chairing various committees and teams, participating in local boards, shadowing other GCPLD staff, and more! All of these activities make our staff stronger and more capable of serving our community.

I'm grateful for the support of the District leadership team and the GCPLD Board for their continued efforts to ensure we do our best for our staff.

Recruiting and Staffing update

A long-time staff member at Rifle stepped into the Assistant Branch Manager position in August on a trial basis, wanting to ensure they were right for the role, that the role was right for them. After several months of being in the position, having a robust onboarding plan, shadowing other Assistant Branch Managers, and a lot of support from Amy Tonozzi, we're delighted to officially have an Assistant Branch Manager at Rifle! We will be working to backfill their vacated position in early January. Once again, we are happy to promote from within.

Staffing Report - Since 11/19/2025

New Hires: 1

- Library Page - Carbondale, 10hrs/week - 11/20/2025

Promotions/Transfers: 0

Vacancies: 2

- Library Associate - Rifle, 40hrs/week
- Substitute Library Assistant - Carbondale

Departures: 1

- Library Page - Carbondale, 10hrs/week - 12/19/2025

Additional Staffing Information:

Headcount as of 12/22/2025 (includes staff who are on extended leave):

- 97 total staff members (includes Subs)
- 49 benefit-eligible staff (32 - 40 hours per week); 33 part-time staff (less than 32 hours per week); 15 Substitutes (no regularly scheduled hours)
- 65.525 FTE

Active FT & PT Staff Stats by Location – 12/22/2025

<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	9.50	14	380	6	8
Glenwood	9.30	13	372	6	7
New Castle	6.35	8	254	4	4
Silt	5.95	7	238	5	2
Rifle	8.075	11	323	4	7
Parachute	6.05	8	242	4	4
Support Services	20.30	21	812	20	1
Grand Total	65.525	82	2621	49	33

Draft - Employee Commuting Stipend Policy

Policy	Garfield County Libraries recognizes that some employees commute significant distances to report to work. The purpose of this policy is to help retain employees by providing a modest stipend to help offset commuting-related costs for eligible employees whose primary work location is the Glenwood Springs Branch Library or the Carbondale Branch Library and who travel long distances to and from work. Eligibility: This policy applies only to eligible Garfield County Libraries employees assigned to work at the Glenwood Springs or Carbondale branch libraries. To be eligible for the Commuting Stipend, an employee must meet all of the following criteria: • Be a regular full-time or part-time employee of Garfield County Libraries. • Be assigned to work at either the Glenwood Springs Branch Library or the Carbondale Branch Library as their primary work location. • Commute 25 miles or more each way between their primary residence and assigned work location. • Use a personal vehicle as their primary means of commuting.
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	Employees who telework on a full-time basis or who are temporarily assigned to a qualifying branch location are not eligible unless otherwise approved by the Executive Director. Stipend Amount The commuting stipend amount and structure (e.g., bi-weekly flat amount) will be established by the Library District and may be adjusted periodically based on budget considerations. The stipend is intended as partial support and does not fully reimburse commuting expenses. Payment Method The commuting stipend will be paid through payroll and is considered taxable income in accordance with IRS regulations. It will be paid on a regular basis as determined by the District. Changes in Eligibility Employees are required to notify Human Resources within 10 business days if: • Their home address changes. • They no longer meet the mileage requirement. Failure to report changes may result in discontinuation of the stipend and potential repayment of amounts received in error. Garfield County Libraries reserves the right to verify eligibility at any time. Policy Review and Updates: This policy will be reviewed periodically, and the District reserves the right to modify, suspend, or discontinue this policy at any time based on operational or budgetary needs. Contact Human Resources (HR) for more information.
Effective date	TBD
Responsibility	Human Resources Director

Procedures	Through review of home address and primary work location, Human Resources staff will ensure that eligible staff are notified of their commuting stipend benefits. If a staff member believes they may be eligible and hasn't been contacted by Human Resources, they should contact a Human Resources representative or their supervisor.	
Reviewed by & Approved by / Date	APPROVED: Board of Trustees	Date: TBD

Branch Libraries Report, January, 2026

By Nancy Barnes, Branch Libraries Director

Library staff have been preparing to launch the District's new operating hours on January 4, 2026. Branch staff worked in coordination with the Facilities, Technical Services, and Marketing departments to complete all required tasks and updates, helping ensure a smooth transition.

The Glenwood Springs Library completed its first Human Services internship in early December. This partnership connected a CMC Human Services student with the library to strengthen outreach, build community partnerships, and develop a new resource guide to help staff connect patrons in need with appropriate social services.

Carbondale

The library's first all-ages Gingerbread House competition was a huge success, with more than 30 fantastic entries. Prizes were awarded for best youth/family entry, best adult entry, and audience choice.

The library was also visited by two reindeer who made a special appearance at the weekly Spark program, along with hot chocolate, winter crafts, and a screening of the movie Elf.

The grubby old chairs in the teen area were reupholstered by local company Cosecha Textiles. The kids love these chairs and staff are grateful to be able to get another decade of life out of them.

Glenwood Springs

The Glenwood branch teamed up with the other branches to donate all book sale funds in December to LIFT-UP. The Glenwood team worked together to set up tables and has raised over \$500 dollars selling more than 200 books.

The Mah Jongg Club has continued to grow since starting at the beginning of 2025. The group now consists of a dozen friendly core players who welcome beginners almost every week. Adult Services Coordinator Trary LaMee, who organizes and manages the club stated that a new player said to her that, "as a newcomer in Glenwood, it's been great to have found a family at Mah Jongg." The group organized a potluck to celebrate the holidays.

The Glenwood branch was transformed into a wonderland by the Employee Appreciation Committee for the district holiday party. Many months of planning and creativity by a dedicated group of district staff led to overwhelming enthusiasm and excitement for all who attended.

New Castle

The library partnered with the Town of New Castle for their annual tree-lighting event, drawing a strong turnout despite the cold evening. Staff brought reindeer and hosted a children's sewing activity, distributing 103 sewing kits and welcoming approximately 300 visitors to the booth for photos and holiday fun.

The Holiday Concert Series was well attended and featured Oran Mor, Mateo and the Heartstrings, and the Burning Mountain Ukulele Strummers, inviting patrons to share in the holiday spirit. Posada, a district event coordinated by Ana, welcomed more than 200 patrons who enjoyed Lotería and library trivia. The program successfully brought the Latino community together, thanks to the efforts of 15 staff members who ensured a well-executed celebration.

Silt

Youth Services Coordinator, Paul Stanley, will serve another term on the Colorado Libraries for Early Literacy board and is preparing to present at the CLiC Conference in February.

Community partnerships were especially impactful this season, including serving as Silt's sole Angel Tree location, collaborating with the River Center on the Senior Silver Tree initiative, and continuing to strengthen outreach through programs such as Community Conversations, book clubs, and providing district representation on La Nueva Mix. The branch also hosted Santa Paws, supported Posada, maintained high demand for programs such as Pioneering: Beeswax Wraps, and presented four well-attended holiday concerts, including a children's violin sing-along drawing 135 attendees. The Ute "Then and Now" display was featured through November and December and may become a semi-permanent installation due to its positive reception.

Silt's senior programming continues to thrive, with Golden Years Social Hour maintaining more than 20 regular participants and fostering meaningful social connections. Friendsgiving was a success, providing a welcoming space for patrons to gather and share a meal together. Attendees have requested it become an annual tradition.

Rifle

December was a busy and successful month. The annual Hometown Holiday event, held in partnership with the City of Rifle, welcomed more than 500 community members for crafts and hot cocoa. Despite inclement weather preventing Santa's reindeer from attending, strong participation in activities throughout town ensured the event remained festive and well received. The branch also served as the local Angel Tree gift distribution site and hosted an on-site Angel Tree. The need increased significantly this year, with 304 children registered compared to 190 the previous year, highlighting the continued importance of this program.

December also brought operational changes. Discovery Café closed its operations at the branch, ending a valued partnership but creating an opportunity for Lift-Up to use the vacated space as a food distribution site. In staffing news, Jorge Loya accepted the Assistant Branch Manager position, a welcome transition for the branch. This change leaves one 40-hour position vacant, which will be posted in early January.

Parachute

The Parachute Branch had a busy month. Staff began by attending the Garfield-16 Resource Center Career Fair, connecting with teens about library job opportunities and community service options. The branch also hosted two festive holiday concerts, featuring Oran Mor to kick off the season, followed by a performance from Mateo Sandate and his band, the Heartstrings. The Elves Attic workshop was a success, welcoming more than 20 participants who enjoyed decorating their own mugs, and staff also participated in the Grand Valley Hometown Holidays Parade. Teen programming remains strong, including a well-attended teen cooking and decorating program that received excellent feedback.



Figure 1- Parachute staff attend the school's career fair.



Figure 2- Carbondale's people's choice gingerbread house winner.



Figure 3- Reupholstered teen chairs in Carbondale.



Figure 4- The New Castle staff celebrate the season.



Figure 5- Parachute staff show their holiday spirit.



Figure 6 - Pet photos with Santa at Silt library.



Figure 7- Friendsgiving at Silt Library.



Figure 8 - Book sale for Lift-Up in Glenwood



Figure 9 - Glenwood library decorated for the staff party.



Figure 10 - Mah Jongg at Glenwood.



Circulation and Collections Report, January 2026

By Jenn Cook, Technical Services Director



2025 YEAR IN REVIEW



COMMUNITY ENGAGEMENT

We welcomed new patrons, connected with returning users, and saw thousands of materials move through our shelves and into people's homes.



411,071

Patrons Served



4,724

Number of New Patrons Welcomed



22,041

New Physical Items Added



40,847

Programs Attended



255,649

Physical Items Checked Out



160,174

Electronic Items Checked Out

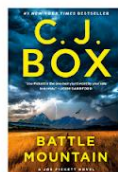


TOP TITLES

Our community made their favorites loud and clear. These titles led the way!



ADULT
Fiction



YOUNG ADULT
Fiction



JUVENILE
Fiction



** Statistics as of 12/20/25*

Marketing Report, Month, 2025

By James Larson, Communications and Marketing Director

Winter Reading Challenge

Once again we are running our Winter Reading Challenge for Adults (18+). It runs January 5 through February 28 this year. Anyone interested in participating can stop by their local library branch to sign up and pick up a fun mug and a bingo card to start their reading challenge. Readers track their progress through the beanstack app and bring back their completed bingo card for a chance at some great prizes! There will be Weekly \$25 Gift Certificate/Card drawings at each branch. Anyone registered is eligible to win. When a patron hands in their finished card, we'll also give them the tote bag for completion (while supplies last) and remind them that they're now entered into the grand prize drawing for a gift basket from each branch.

New Hours promotion

Our new branch hours start on Jan 4th and we have been busy spreading the word through social media, the website, newspapers and radio. All of the hours of operation window signs at each library have been updated not only with the new hours but also in Spanish as well.

Podcast

Marketing and social media have also been working with Sarah Vail and [Rebecca Rubio Salazar](#) at the Glenwood Springs branch to launch a podcast series in the near future.

Social media analytics

Followers:

Facebook – 4,390 (15 new followers)

Instagram – 1,854 (47 new followers)

Email Newsletter – 20,038 (up over 2500 patrons)

Facebook Views* 35,700 (down 7%)

Instagram Views*: 5,600 (down 41%)

Top Facebook Posts



Garfield County Libraries

Published by James Larson

December 14 at 6:00 PM



THANK YOU MICHELLE FOSTER FOR 10 YEARS OF SERVICE AS A GCPLD BOARD OF TRUSTEES MEMBER! YOU WILL BE MISSED!



Garfield County Libraries

Published by Brendan J Peters

December 22 at 9:44 AM

We had such fun getting crafty this Hometown Holidays at the Rifle Branch Library! Thank you to all who came out to celebrate with us and the town.



Garfield County Libraries

Published by Brendan J Peters

December 5 at 7:00 AM

One of our patrons read passed a thousand books read before Kindergarten! We're so proud of her! Sign up for the program, and you and your kiddos can win some really ... See more



Garfield County Libraries

Published by Brendan J Peters

December 20 at 5:00 PM

The Silt community really came together to share good food with good company during our Community Friendsgiving!

Thank you to everyone who contributed. We couldn't ha... See more





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UPCOMING EVENTS
THIS
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AT

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Announcement about new hours of operation



Cookie decorating at the Parachute Branch



Our First 1000 Books before Kindergarten

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Christmas greetings from GCPLD



December Events highlights

In the news

<https://www.postindependent.com/news/schedule-for-rifles-hometown-holidays-this-coming-weekend/>

Programs and Events, November, 2025

By Alex Garcia-Bernal, Education & Events Manager

Special Events:

The Garfield County Public Library District continued with their Fall offerings of special heritage and holiday events. The libraries all hosted special Day of the Dead activities by showcasing a community Day of the Dead altar in their lobbies. The Parachute Library hosted our first Day of the Dead Celebration

of the season on Saturday November 1st, with about 150 patrons in attendance. The Carbondale Library hosted our annual Day of the Dead bread baking gathering with the Third Street Center on Sunday November 2nd and our annual Day of the Dead Celebration and Parade with Carbondale Arts on Friday November 7th. The Rifle Library hosted an Altar building competition throughout the month of November.

The Glenwood Springs Library led our new month-long writing challenge, GARCOWRIMO (Garfield County Writing Month) through November. They hosted an open writing collaboration space each Thursday in November, a Flash Fiction writing competition on Saturday November 1st, a Memoir Workshop on Tuesday November 18th, and a workshop on the Editing and Publishing World on Tuesday November 25th.

Storytimes:

The Carbondale Library hosted their Toddler Storytime and Baby Storytime each Tuesday, their Preschool Storytime each Friday in November, and their Bilingual Storytime on Saturday November 1st. They also hosted a special Musical Storytime with Miss Holly on Friday November 7th. The Rifle Library hosted their regular Storytime each Thursday in November, and their Bilingual Sensory Storytime on Tuesdays November 4th and 18th, and their Baby and Me Bilingual Storytime on Mondays November 10th and 24th. The Glenwood Springs Library hosted their SENSEational Stories and Squiggles storytime each Thursday, their Bookworm Babies Storytime each Tuesday, and their Preschool Storytime each Tuesday in November. The New Castle Library hosted their regular Storytime each Tuesday and Wednesday in November. The Silt Library hosted their regular Storytime each Wednesday in November.

Library Children Events:

Each Library continued their weekly SPARK program on their days off or short release days from school, in which kids learn a variety of skills including art, music, socializing, science, and more. The Carbondale and Glenwood libraries hosted their Stay and Play program, Get the Wiggles Out each Thursday in November. The Silt Library hosted their Stay and Play program, Shake Your Sillies Out, and their Meal Monkey food handout each Friday in November. The Rifle Library hosted a Sensory STEM Club on Friday November 14th.

Partnered Children Events:

The Spanish Language story time with Bolsitas Rojas continued in November at each of our libraries once per week. All libraries hosted one monthly Science Exploration Hour with the Aspen Science Center in the month of November, either as a special program or as part of Spark, and one Spanish Language Science Exploration Hour every other month. The Carbondale Library hosted their Paws to Read adoption program with the pet shelter on Tuesdays November 4th and 18th.

Teen/Tween Events:

The Glenwood Springs Library hosted their Magic in the Library game program on Saturday November 1st and their Dungeons and Dragons program on Saturday November 15th and Thursday November 20th, and their Smash Brothers and Craft game program on Thursday November 6th. The Parachute Library hosted their Teen Advisory Board program on Saturday November 1st, their Teen Maker Space sewing workshops each Monday in November. The Rifle Library hosted their Madness Mondays teen program each Monday in November. The Silt Library hosted a Lego Club program on Friday November 7th. The Rifle hosted their tabletop gaming program for teens, Dragon Lair, on Fridays November 7th and 21st. The Carbondale Library hosted their Coding Club with the Aspen Science Center on Tuesday November 11th. The Parachute Library hosted their first Social Roots program, aimed to help kids interact with their peers, on Friday November 21st. The Parachute Library hosted a video game club, Digital Domination on Saturday November 22nd. They also hosted a hot chocolate Sip and Paint program on Saturday November 29th.

Family Events:

The Silt Library hosted a special showing of A Charlie Brown Thanksgiving on Saturday November 8th and their Bilingual Loteria Game Night on Thursday November 13th. The Rifle Library hosted their Curious Minds homeschool group on Friday November 14th.

Book Clubs:

The Silt Library hosted their evening romance book club, Happily Ever After Dark, on Tuesdays November 4th and 18th, and their Book Club on Thursday November 20th. The Carbondale Library hosted their Nonfiction Bookclub and Spanish Bookclub on Thursday November 13th, their Third Thursday Book Club on November 20th, and their Last Monday Bookclub on November 24th. The Parachute Library hosted their cookbook club, Food for Thought, on Thursday November 13th and their fantasy bookclub, Escape Reality on Sunday November 23rd.

Partnered Adult Events:

The Carbondale Library hosted their weekly Open Hours program with English in Action each Monday in November and with CMC each Wednesday in November. The Glenwood Springs Library hosted the Glenwood Genealogy Group on Friday November 7th. The Rifle Library hosted a Harm Reduction open hours with High Rockies Harm Reduction on Saturday November 8th. The Glenwood Springs Library hosted their memoir writing workshop, Your Story, Your Life on Fridays November 21st.

Adults Arts and Crafts:

The Rifle Library hosted their Spice of the Month craft kit club on Monday November 3rd. The Carbondale Library hosted their knitting club, In Stitches, each Monday in November, and their Poets and Writers group on Sunday November 16th. They also hosted a new Sketch, Paint, Play program on Friday November 7th. Glenwood Springs Library hosted their Storytelling and Journaling workshop on Sunday November 12th, a workshop on Inspiration and Creativity on Tuesday November 11th, their Creative Writing Group on Wednesday November 12th, and their Writing Workshop on Thursday

November 13th. The Parachute Library hosted a Fall Crafternoon craft program on Saturday November 15th. The New Castle Library hosted a Seasonal Wreath Making Workshop on Saturday November 22nd and a Timber and Twine, Christmas Ornament workshop on Monday November 24th.

Adult Education Events:

The Silt Library began hosting their ESL Classes, with CMC, each Monday and Wednesday in November. The Rifle hosted their ESL Classes, with CMC, each Tuesday and Wednesday in November, taking a break for the semester after November 12th. They also hosted their Basic Computer classes on Tuesday November 4th and 18th, and their English/Spanish conversation circle each Wednesday in November. The Rifle Library hosted a virtual Spanish language financial education program each Thursday in November. The Carbondale Library hosted their Spanish Conversation group on Thursdays November 6th and 20th. The Silt Library hosted their monthly "Pioneering for the Modern Day" program on Saturday November 29th. The Rifle Library hosted their Breastfeeding Support Group on Friday November 21st.

Events for Seniors:

The Glenwood Springs Library hosted their Spanish language social hour for seniors, Club de Abuelitos, each Tuesday in November, and their Tai Chi for Seniors each Wednesday and Saturday in November. The Silt Library hosted their Golden Years Social program each Thursday in November. The Carbondale Library hosted their monthly Life After 70 program with Age Friendly Carbondale on Saturday November 8th.

Adult Social Events:

The Carbondale Library hosted their Art of Conversations program on Sunday November 2nd. The Glenwood Springs Library hosted their Mah Jongg game program each Tuesday in November, and their Meditation for Members or 12th Step Programs each Thursday in November, and their Game Night on Friday November 21st. The New Castle Library hosted their social hour for adults with disabilities, Circle of Friends, on Thursday November 6th, a special Take and Make Winter Care Kit activity on Saturday November 15th, and their Memory Cafe program on Thursday November 20th. The Parachute Library hosted their Dungeons and Dragons program on Tuesday November 4th. Rifle hosted theirs on Sundays November 9th and 23rd. The Carbondale Library hosted a Grief Support Group on Tuesday November 18th.

Concerts, Films, and Author Presentations:

The Glenwood Springs Library hosted a Meet The Author presentation, featuring local writer Nathaniel White on Tuesday November 4th.

Facilities, January 2026

By Jon Medrano, Facilities Manager

Rifle & Silt Branch Remodel - UPDATE

The library design team reviewed updated design suggestions from the architectural team in order to narrow down the scope of work. A strong emphasis on staff work flow and patron experiences lead discussions on the building layout that included new locations for particular library book collections and other materials. FCI is still in progress of compiling a cost estimation that will significantly be a deciding factor for a few of the design ideas. The library plans to confirm the design for each library in the month of January.

Annual Fire Sprinkler Inspection at Glenwood Springs Branch

The Facilities Manager worked with a local fire service company in order to complete the annual fire sprinkler inspection at the Glenwood Springs Branch Library. This test included an audible and strobe inspection throughout the building. All aspects of the system are in good working order and a new service tag was provided providing proof of inspection.

Lactation Booth Installation at Rifle Branch Library

The Facilities Manager would like to thank the Rifle Branch Adult Services Coordinator for her amazing work coordinating the wonderful new service to the Rifle community. A new lactation booth was installed on the main floor of the Rifle Branch Library. This booth consists of walled partitions that separate this into a private space with equipment, including small mini fridge, baby changing table, rocking chair, small side table with lamp with a visible "occupied" sign. The Branch hopes that this will serve many individuals who need this particular service.

Minor HVAC Repair at the Rifle Branch Library

The HVAC company called Trane, worked with the Facilities Manager to make a minor repair to the second floor administrative offices, as the space temperature sensor malfunctioned. It was addressed in a timely manner, ensuring that the offices remained comfortable and warm.

Discovery Cafe/Lift Up Move at Rifle Branch Library

After a long partnership between GCPLD and Discovery Cafe, it was communicated by the director of Discovery Cafe that the non-profit organization will be moving their services from the Rifle Branch Library, in order to refocus their organizational efforts in the city of Glenwood Springs. The library thanks Discovery Cafe for all of their amazing work to library patrons and the community at large. The local organization called Lift Up, that provides food services to the community is looking to move in the same space previously occupied by Discovery Cafe as they adjust their efforts to continue their food distribution services. This transition is currently taking place. The Facilities Manager will ensure that all aspects of this partnership will be smooth on the side of building services and maintenance.