

**AGENDA**  
**Garfield County Public Library District Board of Trustees Meeting**  
**Date: Thursday, April 4, 2024, 2:00 PM**

**Zoom Access:**

Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZMpde2qpjkqGt26PHgX6xR2vpmwEsLr-Z0K>

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

**Place: Glenwood Springs Branch**  
**815 Cooper Avenue, Glenwood Springs CO 81601**

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. Comment on March 7, 2024, Board Meeting Public Participation
- C. Public Participation: 3 minutes per person
- D. Approval of the agenda

**II. CONSENT AGENDA FOR APPROVAL**

- A. Minutes of Library Board meeting March 7, 2024 (pp. 1-3)
- B. Claims for Board Approval: General Fund February 16 through March 15, 2024 (pp. 4-5); Alpine Bank Credit Card Statement February (pp. 6-7)

**III. ACTION ITEMS**

- A. Architectural proposal: drawings for Parachute and New Castle
- B. Compensation Study vendor recommendation, Kim Owens
- C. Appeal on request for reconsideration concerning *Kill or Be Killed*

**IV. DISCUSSION ITEMS**

- A. Board of Trustees vacancy interviews
- B. Management Report, Jamie LaRue (pp.8-17)
- C. Finance Report, Kevin Hettler (pp. 18-24)
- D. Glenwood Springs Branch Library report, Abraham Korah

**V. EXECUTIVE SESSION – TBD?**

- A. Executive session pursuant to §24-6-402(4)(b), C.R.S., for a conference with the attorney to receive legal advice concerning the process for appointment of library trustees.

**VI. ACTION ITEM – TBD?**

- A. Action needed after the executive session, if any

Next Board Meeting May 2, 2024, 2 pm, Location: Parachute Branch, 244 Grand Valley Way, Parachute CO 81635,

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: James LaRue, Executive Director

**GARFIELD COUNTY PUBLIC LIBRARY DISTRICT**  
**RECORD OF PROCEEDINGS: BOARD OF TRUSTEES MEETING**  
**Place: Silt Branch Library**  
**March 7, 2024**

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** - Adrian gave Zoom attendees instructions on how to indicate they would like to make a public comment. Kevin Hettler conducted the roll call.

**Board Member Present:**

Adrian Rippy-Sheehy  
Crystal Mariscal via Zoom  
Jocelyn Durrance  
Michelle Foster  
John Mallonee  
Susan Use

**Public Present:**

Shiri Hunter  
Willow Brotzman  
Robin Robinson  
Matthew Ramirez  
Sarah Kemme  
Bill Anschuetz  
Deb Grizzle  
Mae Gray  
Karen Roberts  
Carole O'Brien  
Solomi Gonzalez  
Hanna Arauza  
Robin Pruett

**Zoom Attendees:**

Ashley Stahl  
Caroline Llanes  
Beth Dauer  
Emily Hisel  
Tela Forehand  
Mary Maureen Bierman  
Trish O'Grady  
Brittany Cosina

**Staff Member Present:**

Abraham Korah  
Eliza Biggs  
Kevin Hettler  
Kim Owens  
Jenn Cook  
Eileen Cummings  
James Larson  
Nancy Barnes  
Paul Stanley  
Jackie Skala  
Amaranda Fregoso  
Melissa Terry  
Alex Garcia  
Natasha Wolburg  
Kat Coco  
Brenda Ramirez  
Sara Friend  
Rob Zimmermann  
Ana Gaytan  
Amy Tonozzi

- A. Comment on February 1, 2024, Board Meeting Public Participation
- B. Public Participation: 3 minutes per person
  - i. Deb Grizzle, Rifle, CO - Thanked women on Board as part of Women’s History Month.
  - ii. Mae Gray, New Castle, CO - Spoke in support of the library and appreciates all the programs offered.
  - iii. Karen Roberts, Rifle, CO - On Rifle City Council and put in interest for Board position and supports the board.
  - iv. Carole O’Brien, New Castle, CO - Supports the library. Recommended “The Prophet Song” book to the Board.
  - v. Hanna Arauza, Rifle, CO - Thanked the Board for supporting the Housing Summit and the Community Conversations program.
  - vi. Robin Pruett, Silt, CO - Unhappy with certain books in the library and wants them to be put behind glass and have IDs checked to check them out.
  - vii. Shiri Hunter, Silt, CO - Supports the library and appreciates all the programs we offer.
  - viii. Robin Robinson, Silt, CO - Wants pornography and obscene materials to be kept away from children.
  - ix. Ashley Stahl - Board President for PFLAG in Roaring Fork Valley. Supports the Board and the libraries and appreciates the support for their organization.
  - x. Mary Maureen Bierman - Supports the library and doesn’t support people trying to limit what other people have access to.
  - xi. Tela Forehand - Wants to prevent children from being sexualized at a young age by not giving them access to obscene material.
- C. Approval of the agenda
  - i. **Michelle motioned to approve the agenda and Crystal seconded. Motion passed.**

**II. CONSENT AGENDA FOR APPROVAL – Jocelyn moved to approve the consent agenda and John seconded. Motion passed.**

- A. Minutes of Library Board meeting February 1, 2024 (pp. 1-4)
- B. Minutes of Special Library Board meeting February 20, 2024 (pp. 5)
- C. Claims for Board Approval: General Fund January 16 through February 15, 2024 (pp. 6-7); Alpine Bank Credit Card Statement January (pp. 8-9)

**III. ACTION ITEMS**

- A. Architectural proposal: drawings for Parachute and New Castle – Postponed to the April Board meeting.

**IV. DISCUSSION ITEMS**

- A. Management Report, Nancy Barnes (pp. 10-13)
  - i. Thanked the Board for their participation at the Board retreat.
  - ii. Concluded community debriefs at all 6 Branches.
  - iii. Went over the preliminary long-term plan.
- B. Finance Report, Kevin Hettler (pp. 14-19)
  - i. Sales tax is up almost 6%.
  - ii. Receive the first large property tax allotment next month.
  - iii. Broke down the top 11 industries our sales tax comes from.
- C. Silt Branch Library report, Brenda Ramirez
  - i. Big events – Ghana dance and drum troop, Mardi Gras, Focused Kids, community debrief.
  - ii. Teen art display.
  - iii. Staffing changes.

## V. EXECUTIVE SESSION

- A. Executive session pursuant to §24-6-402(4)(b), C.R.S., for a conference with the attorney to receive legal advice concerning the process for appointment of library trustees.
  - i. **Adrian motioned to enter the Executive Session, and Crystal seconded. Motion passed.** Members present during Executive Session include all 6 sitting Board of Trustees, Library Staff Nancy Barnes and Kevin Hettler, Legal Counsel Kim Seter and Elizabeth Dauer (via telephone).
  - ii. The session started at 2:56 pm and ended at 4:08 pm.

Adrian Rippy-Sheehy made the following statement after the close of the Executive Session: The discussion during Executive Session was within the bounds of the §24-6-402(4)(b), C.R.S., no formal action was taken during the Executive Session.

A motion to adjourn the meeting was made by Adrian Rippy-Sheehy.  
The meeting adjourned at **4:08 pm**.

The Board Zoom recording will be uploaded to [www.gcpld.org](http://www.gcpld.org).

Next Board Meeting April 4, 2024, 2 pm, Location: Glenwood Springs Branch Library, 815 Cooper Avenue.

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

## Garfield County Public Library District

## Claims for Board Approval

February 16 through March 15, 2024

Date	Num	Name	Memo	Amount
<b>10010 - Alpine Bank- Gen(..7072)</b>				
02/16/2024	Eft	Amazon .com	January purchases	(5,838.46)
02/22/2024	Eft	Masters Telecom LLC	Fax service	(191.48)
02/22/2024	Eft	CenturyLink	Fire/elevator alarm	(434.94)
02/23/2024	Eft	Xcel Energy	NC RI SI electricity	(2,528.66)
02/26/2024	Eft	City of Rifle	water / sewer	(196.31)
02/26/2024	Eft	Town of New Castle	water / sewer	(228.31)
02/26/2024	Eft	WEX Bank	January vehicle fuel	(435.80)
02/26/2024	Eft	Alpine Bank	Jan c.c. pmt	(9,849.89)
02/28/2024	Eft	CRA	Retirement plan contributions	(8,739.11)
02/28/2024	Eft	CRA	Retirement plan contributions	(5,063.20)
02/29/2024	26320	A Clean Break, LLC	RI, SI, NC Jan cleaning	(6,700.00)
02/29/2024	26321	Align Multimedia, LLC	Website events calendar plug in	(89.00)
02/29/2024	26322	Aspen Daily News	Print ad	(170.00)
02/29/2024	26323	Aspen Science Center	STEM programs	(1,680.00)
02/29/2024	26324	Barnes, Nancy	Mileage reimb	(184.92)
02/29/2024	26325	Cardiff Cleaning Service	CA GW cleaning	(4,557.00)
02/29/2024	26326	Cengage Learning Inc / Gale	Library materials	(3,018.85)
02/29/2024	26327	Citadel Security Group, LLC	GW RI security	(6,312.56)
02/29/2024	26328	Demco	Processing supplies	(767.11)
02/29/2024	26329	Garfield Clean Energy	2024 membership	(10,500.00)
02/29/2024	26330	Ingram Library Services	Library materials	(14,782.99)
02/29/2024	26331	Korah, Abraham	Mileage reimb	(134.00)
02/29/2024	26332	Krueger International Inc	CA freestanding tables	(1,099.98)
02/29/2024	26333	Library Ideas LLC	Library materials	(2,936.63)
02/29/2024	26334	Marmot Library Network, Inc.	36 computer replacements	(38,924.67)
02/29/2024	26335	Mathias, Deborah	Mileage reimb	(76.38)
02/29/2024	26336	Meredith-Orr, Suzanne	Expense reimb	(17.20)
02/29/2024	26337	Midwest Tape	Library materials	(423.95)
02/29/2024	26338	Newmind Group, Inc.	Google Workspace renewal 10 addl licenses	(720.00)
02/29/2024	26339	NewsBank, inc.	Annual subscription renewal	(6,159.00)
02/29/2024	26340	Ochoa, Tamara	airfare reimb for ALA conference	(567.09)
02/29/2024	26341	OverDrive	Library eMaterials	(8,413.00)
02/29/2024	26342	Penworthy Company	Library materials	(2,819.10)
02/29/2024	26343	Universal Mechanical Service...	2024 annual p&m contract renewals / hvac repairs	(36,400.67)
02/29/2024	26344	Willis Towers/CEBT	Mar health ins	(46,478.21)
02/29/2024	26345	WT.COX Information Services	Magazine subscriptions	(272.69)
02/29/2024	Eft	Black Hills Energy	GW and CA gas	(2,524.00)
03/01/2024	Eft	City of Glenwood Springs	GW electricity	(719.50)
03/01/2024	Eft	ImageNet Consulting - fka De...	copier lease	(1,161.66)
03/01/2024	Eft	Town of Carbondale	water / sewer	(120.22)
03/01/2024	Eft	Waste Management	RI CA NC trash/recycling	(399.04)
03/07/2024	Eft	Verizon Wireless	Cell phones, hotspots, filtering service, One Talk	(1,527.94)
03/07/2024	Eft	Xcel Energy	PA electricity	(1,324.66)
03/08/2024	Eft	iSolved, Inc.	Jan flex admin fee	(51.35)
03/12/2024	Eft	CRA	Retirement plan contributions	(8,739.11)
03/12/2024	Eft	CRA	Retirement plan contributions	(5,120.84)
03/15/2024	26346	625-Water(9283)	RI SI staff water	(128.85)
03/15/2024	26347	AFLAC	Mar supplemental insurance	(107.70)
03/15/2024	26348	AlwaysMountainTime LLC	Radio ads	(1,850.00)
03/15/2024	26349	American Janitor LLC	PA Cleaning	(1,096.00)
03/15/2024	26350	Baker, Karina	Mileage reimb	(190.81)
03/15/2024	26351	Barnes, Nancy	Exp reimb	(276.00)
03/15/2024	26352	Carbondale Chamber of Com...	Chamber annual dues	(316.80)
03/15/2024	26353	Cedar Networks	March broadband	(1,194.00)
03/15/2024	26354	Chulainn Publishing Corp.	Library materials	(671.37)
03/15/2024	26355	Citadel Security Group, LLC	GW RI security	(8,963.59)
03/15/2024	26356	Colorado Mountain News Me...	Print ads	(999.75)
03/15/2024	26357	Cura HR, LLC	Training and development, DiSC and goal planning	(935.00)
03/15/2024	26358	Daly Property Services, Inc.	GW CA snow removal	(2,581.40)
03/15/2024	26359	Demco	Processing supplies	(232.43)
03/15/2024	26360	EverGreen ZeroWaste	CA compost collection services	(140.00)
03/15/2024	26361	Garfield County Treasurer	Landfill fees	(29.35)
03/15/2024	26362	ImageNet Consulting LLC	Copier copies	(1,277.65)
03/15/2024	26363	Ingram Library Services	Library materials	(15,815.51)
03/15/2024	26364	Jean's Printing	March printing	(2,390.29)
03/15/2024	26365	Library Ideas LLC	Library materials	(2,252.81)
03/15/2024	26366	Mac's Landscape Services LLC	PA Feb snow removal	(290.00)

**Garfield County Public Library District  
Claims for Board Approval  
February 16 through March 15, 2024**

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
03/15/2024	26367	Midwest Tape	Library materials	(9,207.89)
03/15/2024	26368	Mountain Parent LLC	Spring ads	(700.00)
03/15/2024	26369	Mountain Pest Control, Inc.	Feb spraying	(331.00)
03/15/2024	26370	Munoz Velazquez, Alejandra ...	RI Zumba classes	(360.00)
03/15/2024	26371	OverDrive	Library eMaterials	(13,041.35)
03/15/2024	26372	Penworthy Company	Library materials	(3,241.76)
03/15/2024	26373	Poland, Shannon	NC Feb snow removal	(90.00)
03/15/2024	26374	Reliance Standard	Mar disability insurance	(1,201.55)
03/15/2024	26375	Seter, Vander Wall & Mielke, ...	Legal services	(1,004.50)
03/15/2024	26376	Sopris Sun	Print ads	(576.00)
03/15/2024	26377	Town of Parachute	water / sewer / trash	(129.40)
03/15/2024	26378	Traf-Sys, Inc.	Smart door counters	(13,786.00)
03/15/2024	26379	Transparent Information Serv...	Background checks	(143.20)
03/15/2024	26380	Universal Mechanical Service...	CA HVAC repair	(750.00)
03/15/2024	26381	Western Paper Distributors	Janitorial supplies	(696.68)
03/15/2024	26382	Young Services	CA water bottle fill station	(5,550.00)
03/15/2024	26383	Zoobean Inc	Annual beanstack subscription	(1,525.00)
03/15/2024	Eft	Garfield County Public Librar...	book sales / donations	(1,451.89)
03/15/2024	Eft	City of Glenwood Springs	GW electricity	(731.63)
03/15/2024	Eft	City of Rifle	RI water/sewer	(155.58)
03/15/2024	Eft	ImageNet Consulting - fka De...	copier lease	(1,161.66)
03/15/2024	Eft	iSolved, Inc.	Jan flex admin fee	(55.30)
03/15/2024	Eft	Mountain Waste & Recycling	SI trash / recycling	(106.54)
03/15/2024	Eft	Town of Carbondale	water / sewer	(82.32)
03/15/2024	Eft	Town of New Castle	water / sewer	(228.31)
03/15/2024	Eft	Town of Silt	water / sewer	(236.39)
03/15/2024	Eft	Waste Management	RI CA NC trash/recycling	(423.13)
03/15/2024	Eft	WEX Bank	Feb vehicle fuel	(487.69)
03/15/2024	Eft	Xcel Energy	CA electricity	(1,485.65)
Total 10010 · Alpine Bank- Gen(..7072)				(350,079.21)
<b>TOTAL</b>				<b>(350,079.21)</b>

## Reconciliation Detail

20510 · Alpine Bank Purchase Card, Period Ending 02/29/2024

Type	Date	Num	Memo	Clr	Amount	Balance
<b>Beginning Balance</b>						9,849.89
<b>Cleared Transactions</b>						
<b>Charges and Cash Advances - 82 items</b>						
Credit Card Charge	02/01/2024	RIMiChola	Staff refreshments for outing to pitki...	X	(137.71)	(137.71)
Credit Card Charge	02/01/2024	NCCityMkt	Refreshments for gamers / staff mor...	X	(119.56)	(257.27)
Credit Card Charge	02/01/2024	SIMnrCIWWag	Prizes for winter reading challenge	X	(100.00)	(357.27)
Credit Card Charge	02/01/2024	MMVlyLumber	Wood trim and stain	X	(90.13)	(447.40)
Credit Card Charge	02/01/2024	GWWalmart	Take and make craft supplies / story...	X	(86.85)	(534.25)
Credit Card Charge	02/01/2024	GWUSPS	Monthly ill postage and stamps	X	(77.94)	(612.19)
Credit Card Charge	02/01/2024	SSCityMkt	Refreshments for board meeting	X	(74.99)	(687.18)
Credit Card Charge	02/01/2024	SIWalmart	ILL envelopes, glue, office supplies	X	(34.49)	(721.67)
Credit Card Charge	02/01/2024	RIUSPS	Monthly ill postage	X	(34.17)	(755.84)
Credit Card Charge	02/01/2024	SIUSPS	Monthly ill postage	X	(25.62)	(781.46)
Credit Card Charge	02/01/2024	NCUSPS	Monthly ill postage	X	(15.00)	(796.46)
Credit Card Charge	02/01/2024	CAUSPS	Monthly ill postage	X	(9.24)	(805.70)
Credit Card Charge	02/01/2024	SS3GoDaddy	Website security	X	(4.99)	(810.69)
Credit Card Charge	02/02/2024	SSDailySent	Digital newspaper subscription	X	(130.00)	(940.69)
Credit Card Charge	02/02/2024	PAWalmart	Make a wish gift basket	X	(99.98)	(1,040.67)
Credit Card Charge	02/02/2024	PSUSPS	Monthly ill postage	X	(28.84)	(1,069.51)
Credit Card Charge	02/05/2024	NCCityMkt	Refreshments for valentines day event	X	(19.96)	(1,089.47)
Credit Card Charge	02/05/2024	CACityMkt	Refreshments for SPARK and storyti...	X	(19.78)	(1,109.25)
Credit Card Charge	02/06/2024	MMColFord	Rear hatch handle for book mobile	X	(535.12)	(1,644.37)
Credit Card Charge	02/06/2024	MMWalmart	Clock, power strip and monitor	X	(277.52)	(1,921.89)
Credit Card Charge	02/06/2024	MMNfldMed	Bloodborne pathogen spill kits	X	(221.32)	(2,143.21)
Credit Card Charge	02/06/2024	SIHLWMSHmrk	Refreshments for mardi gras and pu...	X	(92.19)	(2,235.40)
Credit Card Charge	02/06/2024	SSEtsy	FB QR code sign	X	(58.31)	(2,293.71)
Credit Card Charge	02/06/2024	PAEITapatio	Prizes for winter reading	X	(50.00)	(2,343.71)
Credit Card Charge	02/07/2024	SIWalmart	Supplies for mardi gras and loteria n...	X	(56.61)	(2,400.32)
Credit Card Charge	02/07/2024	RIWalmart	Copy paper	X	(50.54)	(2,450.86)
Credit Card Charge	02/07/2024	CAWalmart	Creator club supplies	X	(27.79)	(2,478.65)
Credit Card Charge	02/07/2024	CACricut	Cricut subscription	X	(10.61)	(2,489.26)
Credit Card Charge	02/08/2024	PAFamily\$	Refreshments for homeschool valen...	X	(17.55)	(2,506.81)
Credit Card Charge	02/09/2024	SSLACrawfis	Refresments for mardi gras festival	X	(208.56)	(2,715.37)
Credit Card Charge	02/09/2024	SSUncmGoods	Staff morale traveling trophy	X	(60.14)	(2,775.51)
Credit Card Charge	02/09/2024	CACityMkt	Refreshments for SPARK	X	(39.80)	(2,815.31)
Credit Card Charge	02/10/2024	SIWalmart	Refreshments for staff morale	X	(59.09)	(2,874.40)
Credit Card Charge	02/11/2024	RI2Adobe	Adobe stock	X	(29.99)	(2,904.39)
Credit Card Charge	02/11/2024	SSAdobe	Adobe creative cloud	X	(29.99)	(2,934.38)
Credit Card Charge	02/12/2024	SIWMSncpizz	Refreshments for mardi gras	X	(305.16)	(3,239.54)
Bill Pmt -CCard	02/13/2024	JRyan	Mardi Gras Entertainment	X	(1,500.00)	(4,739.54)
Credit Card Charge	02/13/2024	CAPaninPepi	Refreshments for spring staff work day	X	(250.62)	(4,990.16)
Credit Card Charge	02/13/2024	SSWasp	stickers for new book processing	X	(151.71)	(5,141.87)
Credit Card Charge	02/13/2024	SSLakeshore	Train set	X	(96.98)	(5,238.85)
Credit Card Charge	02/13/2024	CACityMkt	Refreshments staff meeting	X	(44.14)	(5,282.99)
Credit Card Charge	02/13/2024	SIWalmart	Mardi gras supplies	X	(33.29)	(5,316.28)
Credit Card Charge	02/13/2024	PACityMkt	Refreshments for painting class	X	(31.53)	(5,347.81)
Credit Card Charge	02/14/2024	PAFamily\$	Storytime supplies	X	(15.10)	(5,362.91)
Credit Card Charge	02/15/2024	RIWalmart	Spring staff work day	X	(162.34)	(5,525.25)
Credit Card Charge	02/15/2024	RILitCaesar	Alzheimer's association lunch and le...	X	(77.87)	(5,603.12)
Credit Card Charge	02/15/2024	NC2CityMkt	Spring staff work day	X	(25.76)	(5,628.88)
Credit Card Charge	02/16/2024	SSReadWhhse	Books for summer reading program	X	(2,000.00)	(7,628.88)
Credit Card Charge	02/16/2024	SSCalcon	Calcon conference lodging	X	(1,423.17)	(9,052.05)
Credit Card Charge	02/16/2024	GWBrdFoxGam	Supplies for magic the gathering	X	(356.45)	(9,408.50)
Credit Card Charge	02/19/2024	SSRibCity	Refreshments for board meeting	X	(181.85)	(9,590.35)
Credit Card Charge	02/19/2024	SS3Walmart	Binders	X	(19.76)	(9,610.11)
Credit Card Charge	02/20/2024	NCTapatios	Spring staff work day	X	(171.93)	(9,782.04)
Credit Card Charge	02/20/2024	GWWalmart	Spring staff work day	X	(124.00)	(9,906.04)
Credit Card Charge	02/20/2024	SSCMktDD	Refreshments for board retreat	X	(118.12)	(10,024.16)
Credit Card Charge	02/20/2024	SIWalmart	Refreshments for Silt unsolved sleuths	X	(38.19)	(10,062.35)
Credit Card Charge	02/20/2024	PAWalmart	Food for thought supplies and spring...	X	(31.87)	(10,094.22)
Credit Card Charge	02/20/2024	RI2Adobe	Adobe creative cloud	X	(29.99)	(10,124.21)
Credit Card Charge	02/20/2024	RIMrSocks	Laundry stuffed animals	X	(29.01)	(10,153.22)
Credit Card Charge	02/21/2024	GWBPCityMkt	Spring staff work day	X	(319.56)	(10,472.78)
Credit Card Charge	02/21/2024	SIWalmart	Spring staff work day	X	(130.10)	(10,602.88)
Credit Card Charge	02/21/2024	NCWalmart	Refreshments for teen events	X	(129.39)	(10,732.27)
Credit Card Charge	02/21/2024	PASubway	Spring staff work day	X	(95.74)	(10,828.01)
Credit Card Charge	02/21/2024	SILtCaesar	Spring staff work day	X	(34.75)	(10,862.76)
Credit Card Charge	02/22/2024	RIWhisPig	Spring staff work day	X	(170.35)	(11,033.11)

**Garfield County Public Library District**  
**Reconciliation Detail**  
**20510 · Alpine Bank Purchase Card, Period Ending 02/29/2024**

Type	Date	Num	Memo	Clr	Amount	Balance	
Credit Card Charge	02/22/2024	SSCityMkt	Refreshments for housing summit	X	(11.98)	(11,045.09)	
Credit Card Charge	02/23/2024	RIWalmart	SPARK supplies and Anime refresh...	X	(67.78)	(11,112.87)	
Credit Card Charge	02/23/2024	PADominos	Refreshments for homeschool lunch...	X	(25.25)	(11,138.12)	
Credit Card Charge	02/23/2024	SSHRAAdobe	HR Adobe acrobat pro	X	(23.99)	(11,162.11)	
Credit Card Charge	02/24/2024	NCUofWisc	Online course budgeting for librairies	X	(100.00)	(11,262.11)	
Credit Card Charge	02/24/2024	NCCityMkt	Refreshments for African drum perfo...	X	(50.78)	(11,312.89)	
Credit Card Charge	02/24/2024	RICityMkt	Refresments for African drum group ...	X	(32.46)	(11,345.35)	
Credit Card Charge	02/24/2024	PAFamily\$	Refreshments for taste of ghana	X	(5.75)	(11,351.10)	
Credit Card Charge	02/26/2024	GWPLA	PLA conference airfare	X	(595.60)	(11,946.70)	
Credit Card Charge	02/26/2024	RILibrJuice	Assisting patrons with mental disord...	X	(200.00)	(12,146.70)	
Credit Card Charge	02/26/2024	GWWalmart	Craft supplies / refreshments for stor...	X	(162.72)	(12,309.42)	
Credit Card Charge	02/26/2024	GWDominos	Refreshments for book club	X	(30.18)	(12,339.60)	
Credit Card Charge	02/27/2024	CA\$Tree	Supplies for creator club	X	(10.00)	(12,349.60)	
Credit Card Charge	02/27/2024	CACityMkt	Staff morale	X	(5.79)	(12,355.39)	
Credit Card Charge	02/28/2024	SSAuntFlo	Feminine hygiene products all locati...	X	(1,650.00)	(14,005.39)	
Credit Card Charge	02/28/2024	SSYetBigBea	Refreshments for Vail library tour	X	(97.44)	(14,102.83)	
Credit Card Charge	02/28/2024	SI\$General	Paper towels	X	(15.25)	(14,118.08)	
Total Charges and Cash Advances						(14,118.08)	(14,118.08)
<b>Payments and Credits - 5 items</b>							
Credit Card Credit	02/10/2024	SSUcmnGoods	Sales Tax Refund	X	1.97	1.97	
Credit Card Credit	02/13/2024	SSWASP	sales tax refund	X	11.69	13.66	
Credit Card Credit	02/23/2024	SSPLA	PLA duplicate charge refund	X	312.30	325.96	
Credit Card Credit	02/24/2024	SSEtsy	Sales tax refund	X	4.40	330.36	
Check	02/26/2024	Eft	Jan c.c. pmt	X	9,849.89	10,180.25	
Total Cleared Transactions						(3,937.83)	(3,937.83)
Cleared Balance						3,937.83	13,787.72
Register Balance as of 02/29/2024						3,937.83	13,787.72
<b>New Transactions</b>							
<b>Payments and Credits - 1 item</b>							
Check	03/26/2024	Eft	Feb c.c. pmt		13,787.72	13,787.72	
Total New Transactions						13,787.72	13,787.72
<b>Ending Balance</b>						<b>(9,849.89)</b>	<b>0.00</b>

## Management Report – February and March

Jamie LaRue, Executive Director

### Community builders

I missed our March 2024 board meeting to attend training by Community Builders, a non-profit based in Glenwood Springs. The focus of the 2-1/2 day training session was mapping out a first-year plan for the Colorado River Valley Economic Development Partnership. Community Builders (see more at [communitybuilders.org](https://communitybuilders.org)) is a skilled and experienced team of facilitators. They have worked with many rural mountain communities, as well as the Colorado Departments of Transportation and Local Affairs. It's hard to boil down the many exercises and discussions of the sessions, but one of the first concrete steps of the partnership will be to conduct a survey of existing businesses from New Castle to Parachute. In many ways, this is the next level of community analysis, a logical extension of our community interviews. Most businesses have a predictable life cycle. First, someone is thinking about launching a business, so is investigating a host of concerns about services, location, funding, and a business plan. Then they have their first year or two, shaking down the operational issues that may mean make or break. Then they hit their stride, riding the waves of business cycles, maybe expanding, maybe contracting, maybe changing. Finally, they give up their ownership, either to the next generation of family, or to a corporate buyout, or to business failure. The key point to the cycle is this: where you are in that cycle determines your informational needs. Right now, this kind of general analysis, like our own housing summit, may be the niche for the partnership—a place to think together about some of the meta-issues that drive our economy. Again, I thank the board for granting my absence to work with other community leaders.

### SB 24-049

This bill (see <https://leg.colorado.gov/bills/sb24-049>) which mandated new reporting requirements, policy adoption, and challenge protocols, died in the Education Committee that considered it. Most of the pushback was about “local control,” particularly of charter schools. The testimony, however, highlighted the significant disruption to public and school library operations that has come from a handful of coordinated attempts to reduce access to library materials. A revised version of the bill is likely to be introduced in the next legislative session.

### Mental health

In coordination with the Garfield County Health Department, we will be hosting quarterly programs on mental health. The first, “What is Mental Health” will be held on April 2, from 4-6 p.m., at the Rifle Branch Library. As noted in our flyer, “Local providers will help us to understand what it is and isn't.” The program will focus on the basics: how to navigate the system, how do understand where people are on

the mental health continuum, how to prevent mental illness, and how to reduce stigma. We will make the program available via Zoom, and Spanish translation will also be available.

The board will remember that mental health, second only to the issue of affordable housing, was the top concern of our community interviews. This cooperation between the county health department and the library is a positive step for both agencies, and we hope it will lead to greater support for those who need it.

## Rescheduled speaking On Censorship

I had to cancel two of the talks I'd planned to do in March: a talk for the Jewish community of Aspen Chapel, which will now take place on March 29, from 6-7:30 p.m. My post-Northern Lights illness kept me from it.

The second talk, for the Denver Press Club, was canceled due to snow. I'm looking at rescheduling at the end of May.

## Updates on book bans in 2023

The American Library Association (ALA) released censorship figures from 2023 today. [The data is alarming.](#)

ALA's Office for Intellectual Freedom (OIF) documented efforts to censor **4,240 unique book titles in schools and libraries in 2023, fully eclipsing 2022's previous high of 2,571 unique titles targeted for censorship.** The 4,240 unique titles make up a combined 1,247 demands to censor library books, materials, and resources in 2023.

OIF also identified 17 different states, including Connecticut, Florida, North Carolina, and Wisconsin, that each saw attempts to censor more than 100 titles. In Florida alone, 2,672 titles were challenged in schools and libraries. The numbers highlight a recent trend in the censorship landscape: challenging multiple titles—often dozens or hundreds—at a time.

Pressure groups have redirected their aim from schools to public libraries, and the attacks continue to disproportionately target books by and about LGBTQIA+ people and people of color, which make up about **nearly half** of the titles challenged in 2023.

## Director Evaluation

I submitted my self-evaluation for the board's February 2024 retreat. On May 2, 2024, I will have held my position for 2 years. Please let me know if the board requires any further reflection or data from me. A copy of my self-evaluation is attached.

# 2023 Director Evaluation

James LaRue, Executive Director  
2/19/24

There are several ways to evaluate a director’s performance. Evaluating library performance, and the ability to do what we said we would do, is a good place to start. (See also Statistics at the end.)

## Planning

In 2023, I presented to the board and staff this framework for planning: the key things I believed the library should focus on for 2023. What were those things and how did we do?

Goal	Description	Focus	Deadline
Community Interviews	Before LRP, identify key decision-makers and issues in the community, select 3-5 initiatives that fit the library mission and move the community forward. Possibilities: economic development prospects for affordable housing, historic preservation partnership with local associations.	External	Summer/Fall 2023 (until they’re finished)
Adopt LRP	At 2023 Board retreat, adopt formal Long Range / Strategic Plan	Internal	Fall 2023 (pending completion of the Community Interview process)
Increase circulation by 20%	Adopt standard display techniques and merchandising to get more materials to patrons	Internal	Winter 2023 and beyond
Implement facilities framework, beginning with building refreshes	Some capital investment in all libraries, with a concentration on Parachute and New Castle, RFID/circ desk redesigns	Internal	Winter 2023 and beyond

Hispanic Outreach	Engage with and serve a growing part of our community	External/ Internal	All year and beyond
Fulfill 6A promises	Outreach to seniors, teens, veterans, jobseekers, student support. Retain and develop staff.	External	Ongoing

**Community Interviews.** The interviews have now been completed, and as of 2/27, Silt will mark the last of our six branch communities to receive the public debrief. I’m pleased to report that staff enthusiastically embraced the process, made real connections with community leaders, and have a new focus on how we can move the whole community forward. Of course, I thought we’d be done by fall of last year, but I’m pleased with the product. For the record, we identified five areas of converging interest across the county: affordable housing, mental health, civic engagement, the economy, and education. The library has already begun to take steps to address all of these with our housing summit on Thursday February 22, our mental health quarterly updates with the county health department, our participation in the Colorado River Valley Economic Development Partnership, and in the provision of homework help databases. I believe this shift toward true community-centric library planning is transformative. I hope it will usher in a new era of community partnerships and progress.

**Adopt LRP.** This will be part of our February 20 board retreat. Staff (in a joint meeting of administration and branch managers) came up with a broad list of potential responses to the issues revealed through our community interviews, and our District Leadership Council (my direct reports) whittled it down to five areas of focus: (1) building community (encompassing civic engagement by expanding on our successful experiments with the Human Library and the Art of Random Conversations; economic development, and continued outreach to the populations identified in our 6A initiative [teens, seniors, and vets], and the vulnerable LGBTQ+ population). (2) The second main area of focus is early literacy, to accomplish reading readiness by age 5 for all populations. Part of our work will be based on the national program “1000 books before kindergarten,” but will also include, eventually, more storytimes focused on specific age groups. (3) Our 3rd area of focus will be Spanish services, in quest of Language Justice. Mainly, this will be about building our collection, and moving toward more ubiquity of our translations, as well as ongoing cultural celebrations. (4) The next area of focus is our facilities: we continue to cycle through our building refreshes, as planned. (5) Finally we want to be a true employer of choice, so will stay focused on the recruitment, intention, and development of our staff. Note that these five things don’t account for all our activities. But they do establish priorities.

**Increase circulation by 20%.** We didn't make it. But we did see an increase of about 10%--the consequence of a new marketing and display strategy pioneered by Tracy at Carbondale. At a time when a lot of libraries are still seeing circulation declines, that's not bad. I believe that this strategy, coupled with more storytimes, coupled with more cross-marketing of our collections with programs, fed by the purchase of high interest rental collections, will continue to move more books into people's homes. I should also give a nod to a 60+% increase in our programming numbers! In fact, almost all of our statistics rose relative to last year, with the exception of patron registration, which we'll be working on later this year.

**Implement facilities framework.** I've been impressed with the way Jon (facilities manager) and the branch managers at Parachute and New Castle have thoughtfully suggested ways to modernize and refresh our buildings. This too has taken longer than I thought it would, but we'll get better with each project. Building renovation is a skill set, and developing those skills as a staff will serve us well.

**Hispanic outreach.** As noted by the past chair of our Hispanic Outreach Committee (now Spanish Services Team), we hoped to increase our holdings of Spanish materials to 1% of our holdings. In fact, we increased them by 5%. Moreover, two of our branch managers are now native Spanish speakers, and we have at least one Spanish speaker--and receiving a stipend for it--at every location. While there's work to be done, Garfield County is in fact leading the way in Colorado in this area.

**Fulfill 6A promises.** We're keeping our promises, and will continue to do so. We could do more veterans programming.

**Summary:** we're not doing too badly, chipping away at some truly strategic investments that build our capacity and demonstrate our value to the community. I haven't dialed in the timing quite right, but I don't feel like we're slipping too much either. It's better to do it right than do it fast.

## **Stakeholder engagement**

Directors interact with four key constituencies: the governing authority (the board, in our case), the staff, the community, and the profession.

**Board.** I've been very impressed with our board's composure during the sometimes acrimonious challenges to our collections and policies that dominated much of our media attention in 2023. We dug a little deeper into those policies and I believe

earned some broad respect in the community for a refusal to back down to bullying and intimidation. On the other hand, the surprising support for those challenges by our county commissioners cost us a superb candidate for a trustee. This issue has yet to be resolved. On the other hand, our Board seems willing to step into leadership roles at the state level, specifically through programs for other trustees at CALCON. Our emerging focus on self-evaluation and community accountability is a best practice. As with staff, it should aid in future recruitment.

**Staff.** Nancy's addition to the staff has done everything I hoped it would do, providing for stronger teamwork, leadership development, and greater consistency of policy and procedure across the district. I've been reviewing "exit interview" information (information provided by departing staff), and Kim and I have also looked at turnover statistics. Some turnover is unavoidable, and turnover among high school students tends to be high (for our page positions). My read: we're a healthy and mostly happy crew. I sense far greater trust across the district at all levels. I'm also thrilled that Jenn Cook is the President of CAL now. I like seeing our people in positions of leadership.

**Community.** Again, public perception of the library was highly colored by our censorship challenges. But I have been gratified by the many community leaders who expressed their strong support for us. We, board and staff alike, remained for the most part good tempered and consistent. I do like that we ended the year with community interviews. The issue of "pornographic library materials" simply wasn't a shared concern in our community. Instead, like the many other challenges around the country, it reflected the views of a very small group. But the interviews shifted the focus from that small group of challengers to a much larger network of community leaders and concerns. That positions us well to contribute to our county in ways that make a difference.

**Profession.** My book *On Censorship: A Public Librarian Examines Cancel Culture in the US* couldn't have come out at a better time. Publishing numbers are always a little mysterious, but I've been told that the first printing has sold out (how many that is, I don't know!). The book has gotten mostly positive reviews, and I've done a fair number of presentations about it, both regionally, nationally, and now (with a speaking invitation in Scotland this June) internationally. In fact, I gave 32 talks in 2023, mostly on intellectual freedom issues, but also on everything from behavioral hiring techniques (for a local hospital), to the community interview process as part of a Colorado State Library series, to free lectures for online library schools. I've backed off from conference attendance--I'd rather give that opportunity to our up and coming librarians.

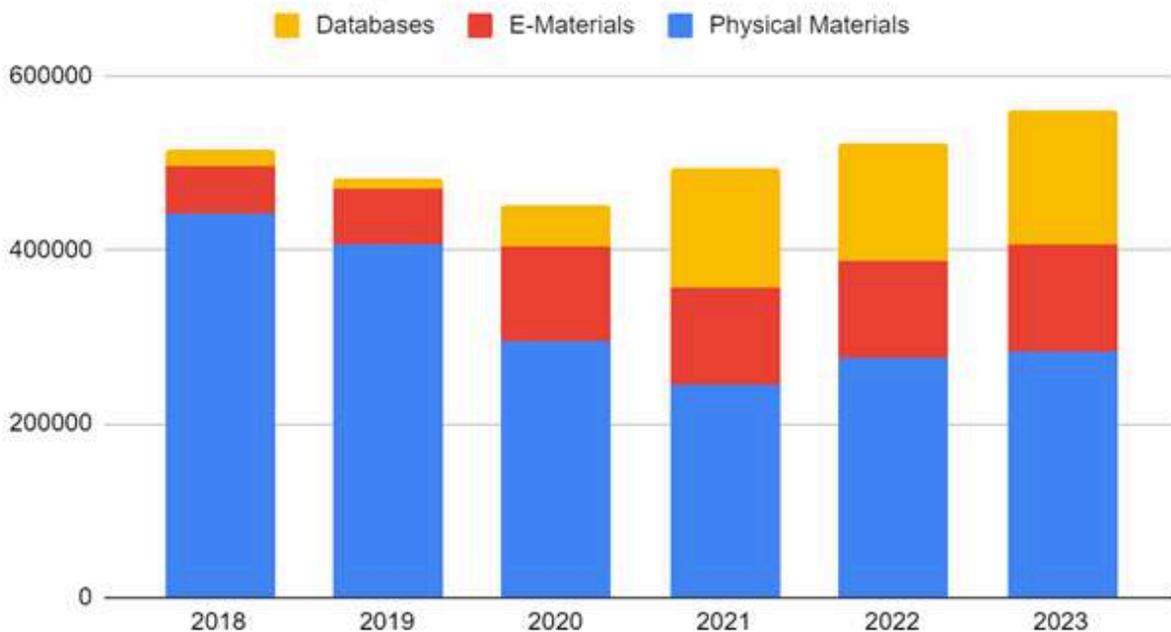
## Other issues

Not listed in the long range plan is an issue that we'll have to consider anyhow. Our 1 mill of property tax, used to build and maintain our branch location, expires in 2027. On the one hand, sales tax revenues are almost replacing that income stream. On the other, I do believe that an equivalent to 3.5-4 mill is about right for an effective library. In 2024, I recommend that we continue to listen to Kevin's always astute analysis of financial trends, and watch what's on the ballot to look for a propitious time if we choose to pursue a mill levy extension.

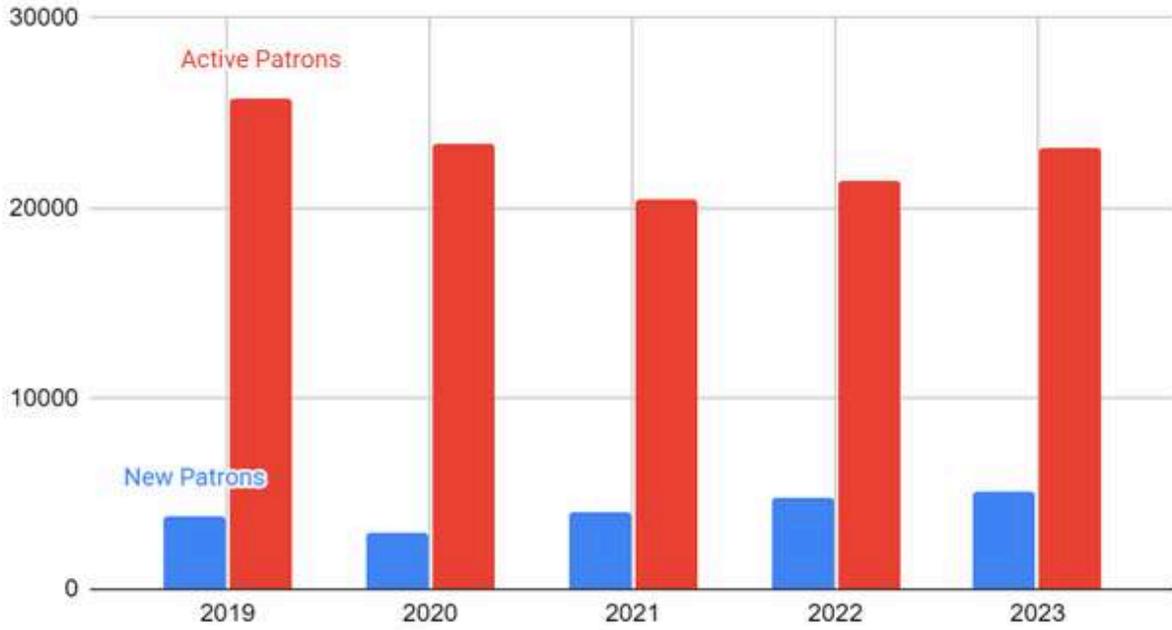
## Statistics

Use in all categories is rising, digital faster than physical.

### Circulation and Usage

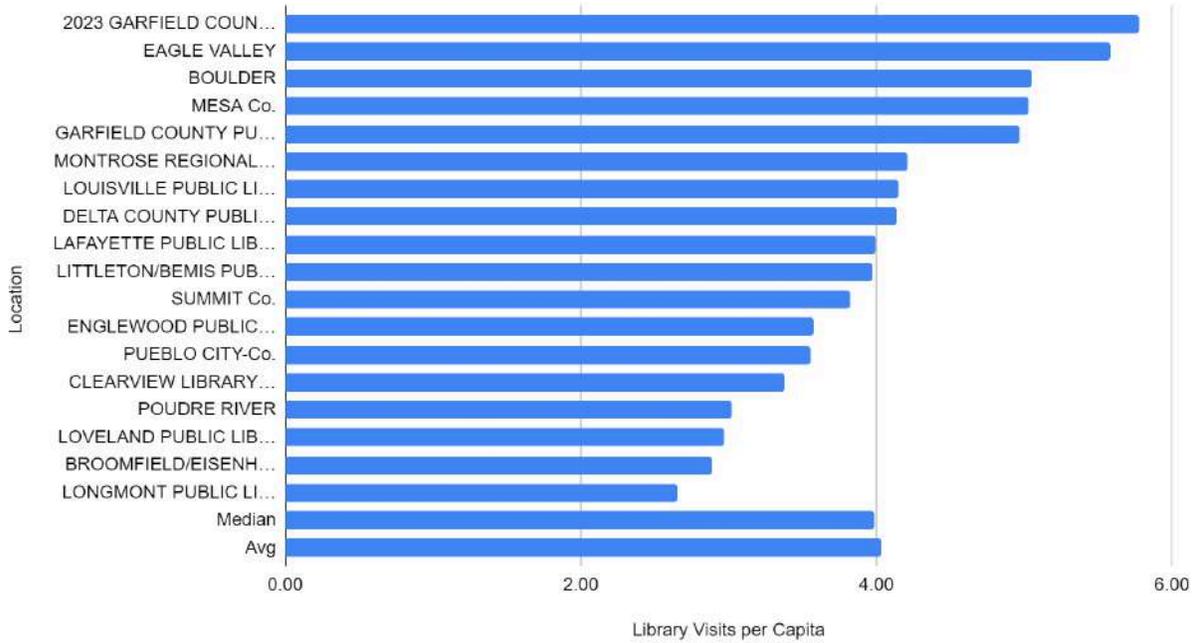


## New and Active Patrons

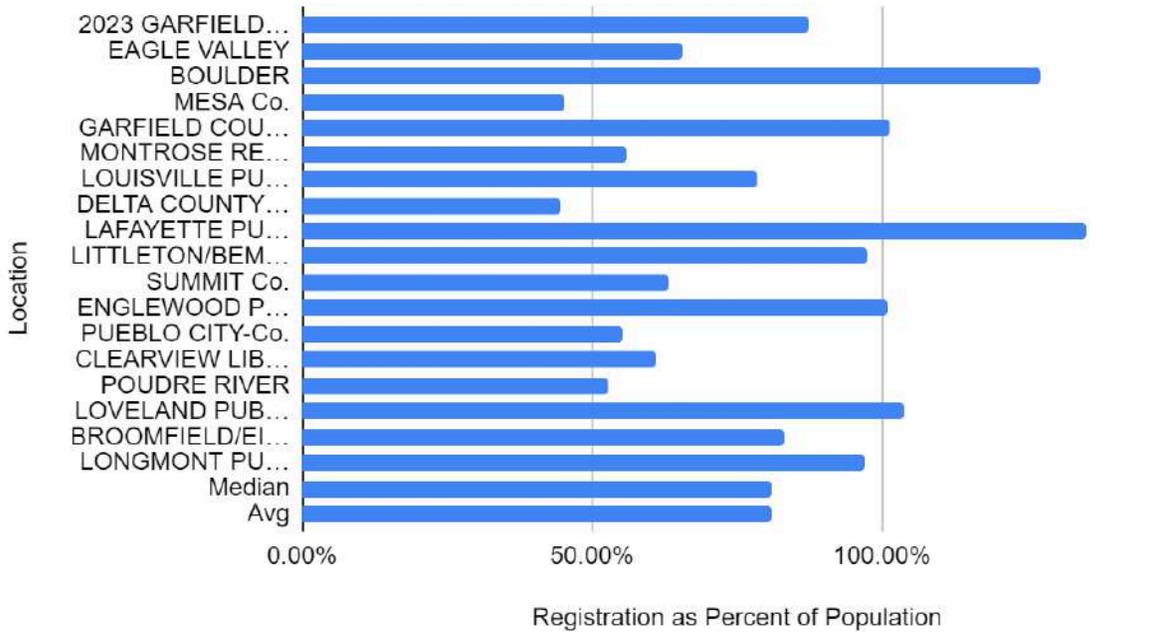


The data for these is from 2022. But we do have 2023 for ourselves, so that's the top number.

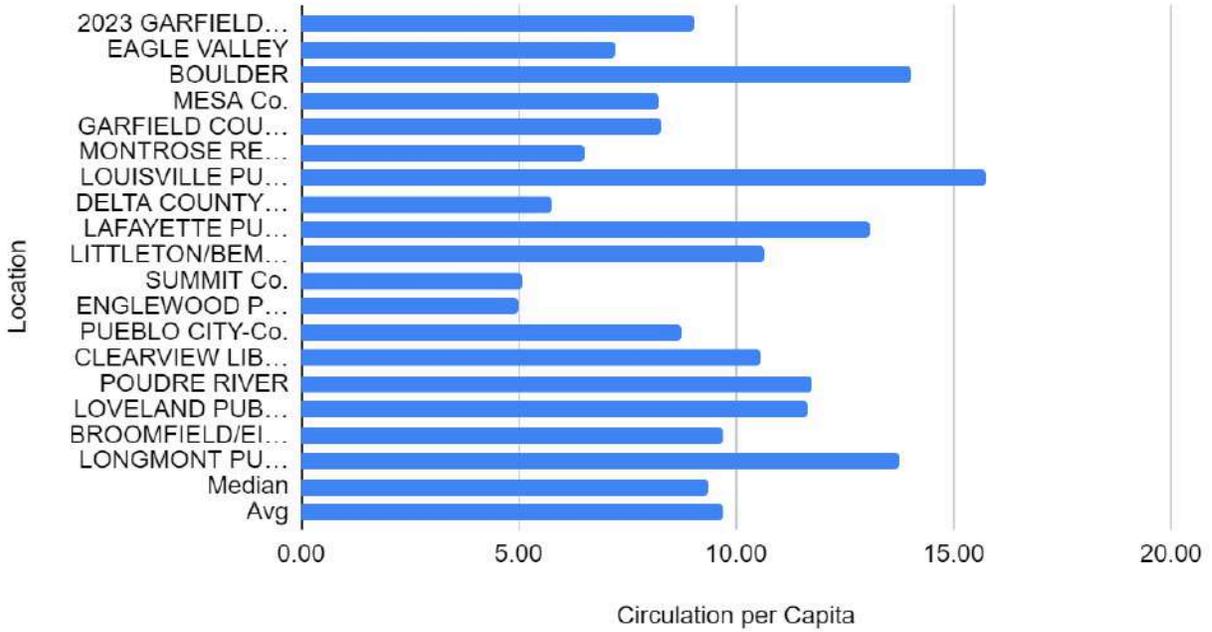
### Library Visits per Capita



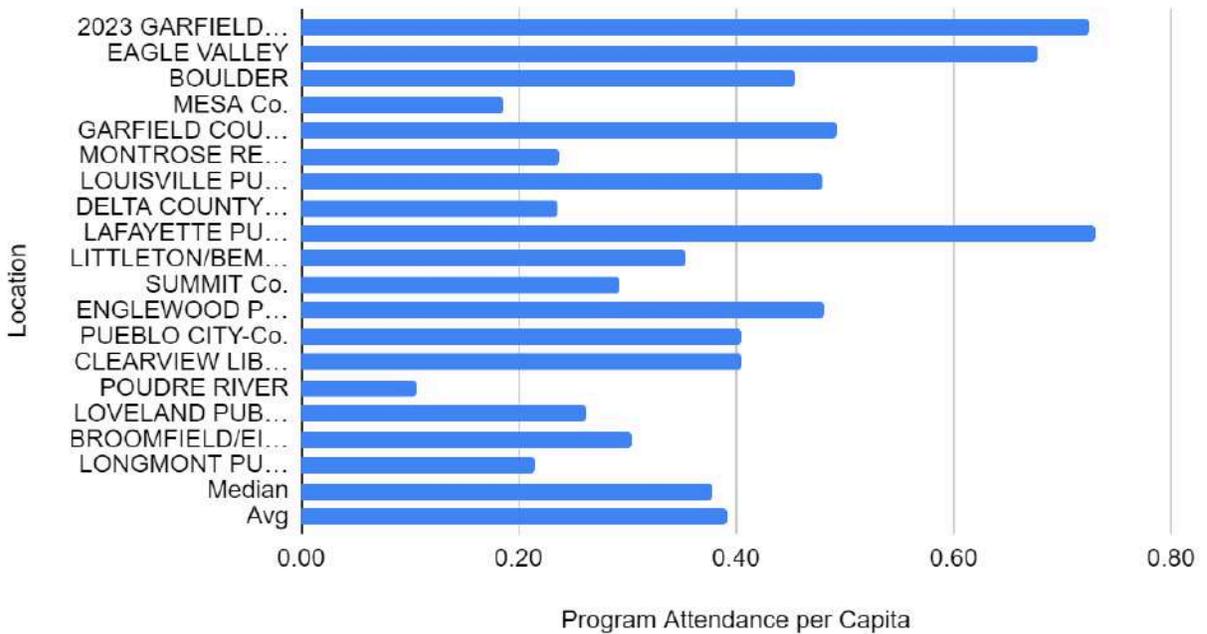
### Registration as Percent of Population



## Circulation per Capita



## Program Attendance per Capita



# Financial / Treasurer Report, Mar 2024

By Kevin Hettler, Chief Financial Officer

The following charts depict all revenues received and expenditures made from 1/1/24 through 2/29/24 and are relative to their respective annual budgets (Unaudited).

Total revenues received as of 2/29/24 are \$2,181,291.

Total expenditures made as of 2/29/24 are \$1,456,787.

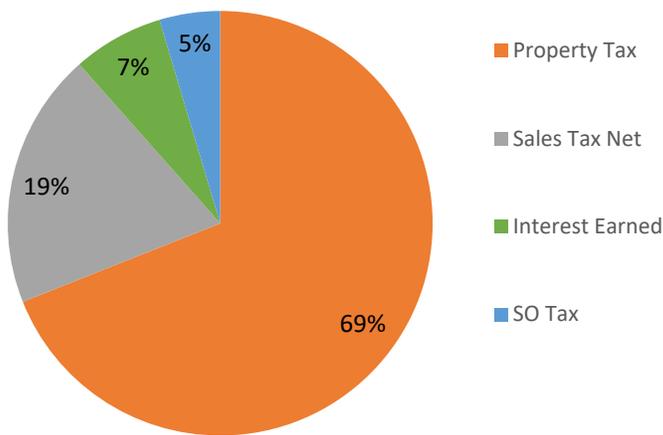
16% of the year has elapsed as of 2/29/24.

14% of budgeted revenue (\$14,839,872) has been received.

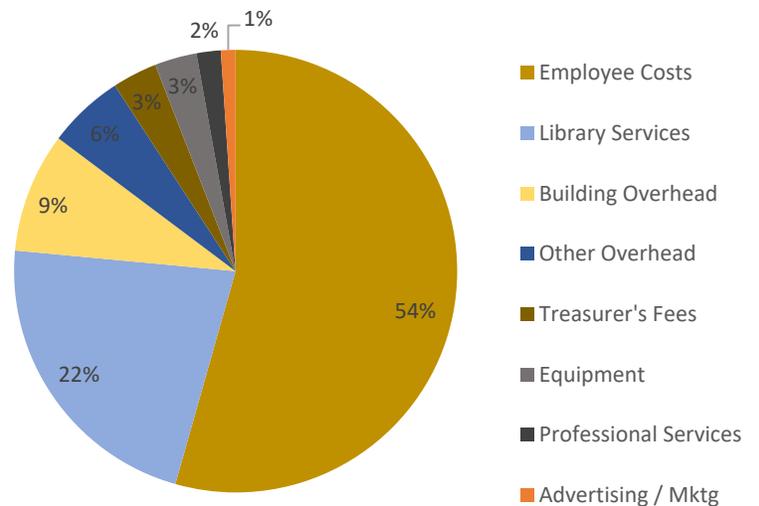
12% of budgeted expenditure (\$11,351,853) has been made.

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

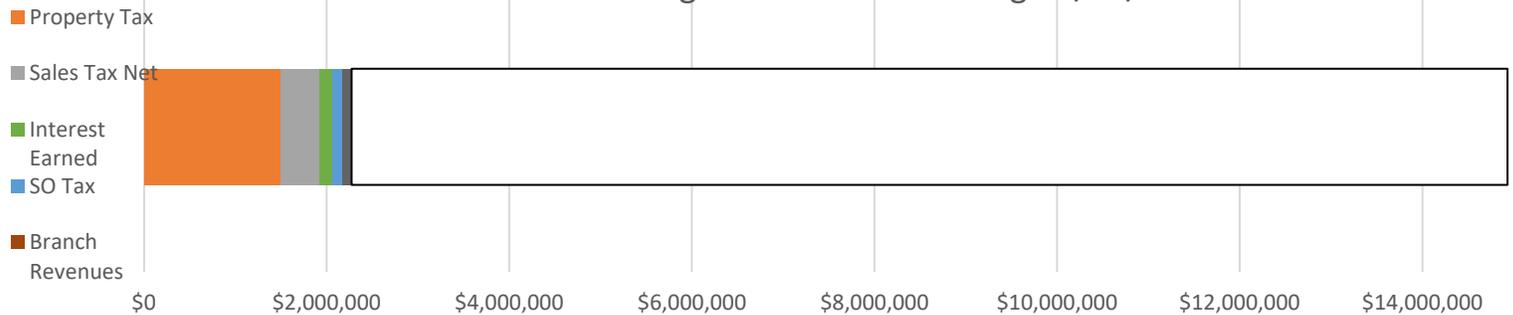
YTD Revenues through 2/29/2024



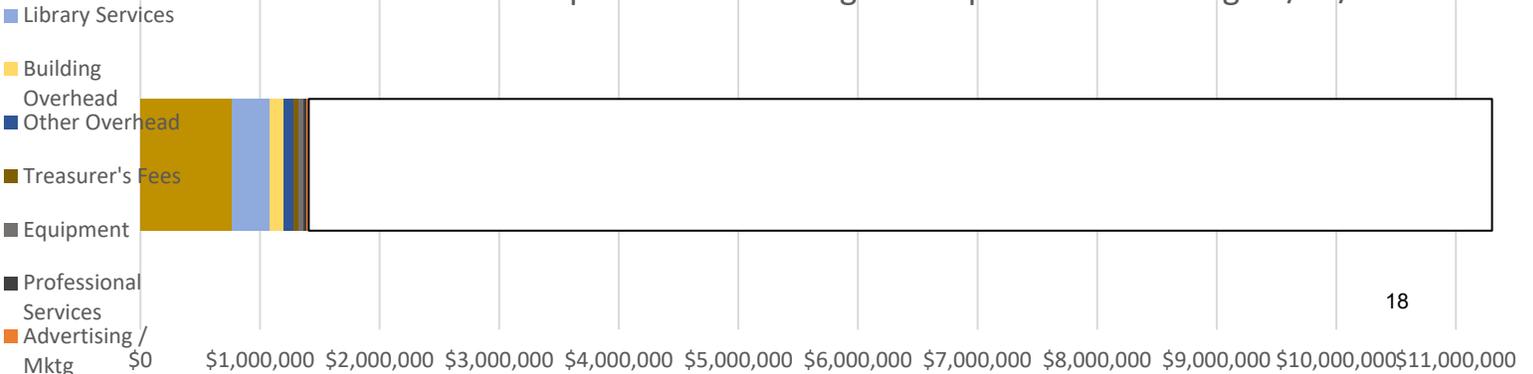
YTD Expenditures through 2/29/2024



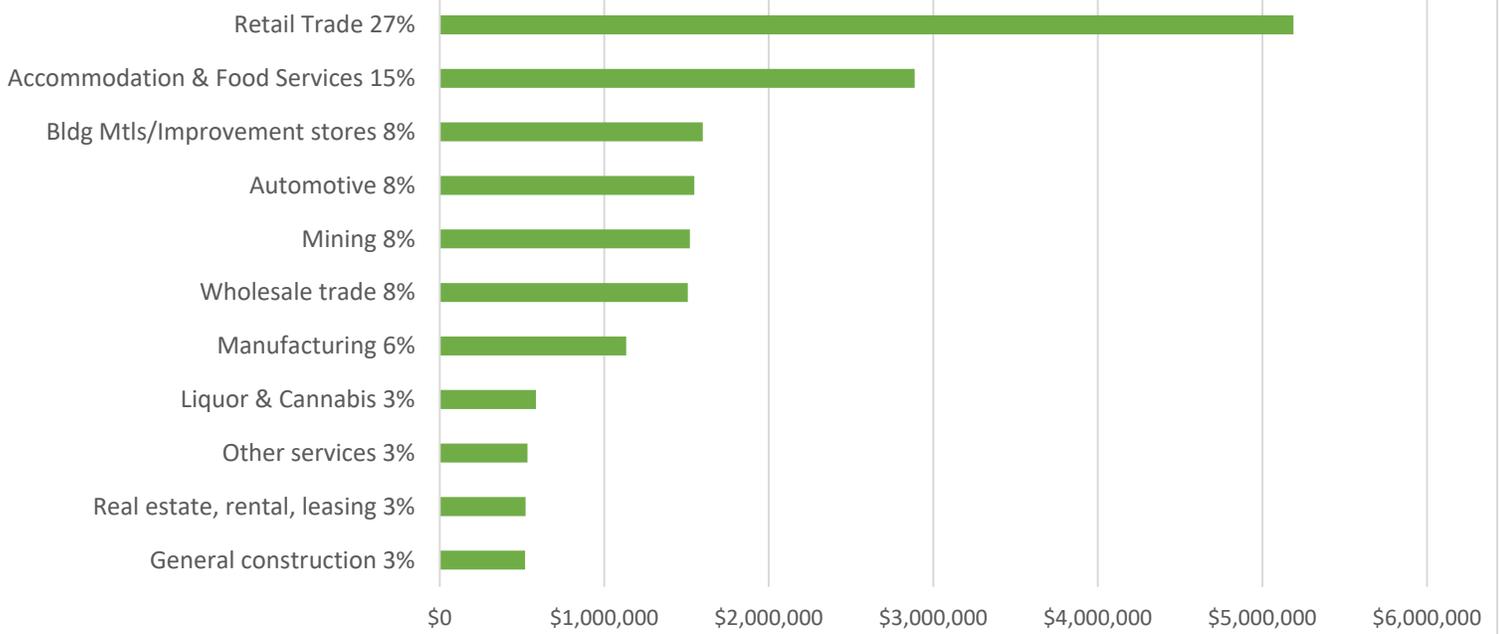
YTD Revenues to Budgeted Revenues through 2/29/2024



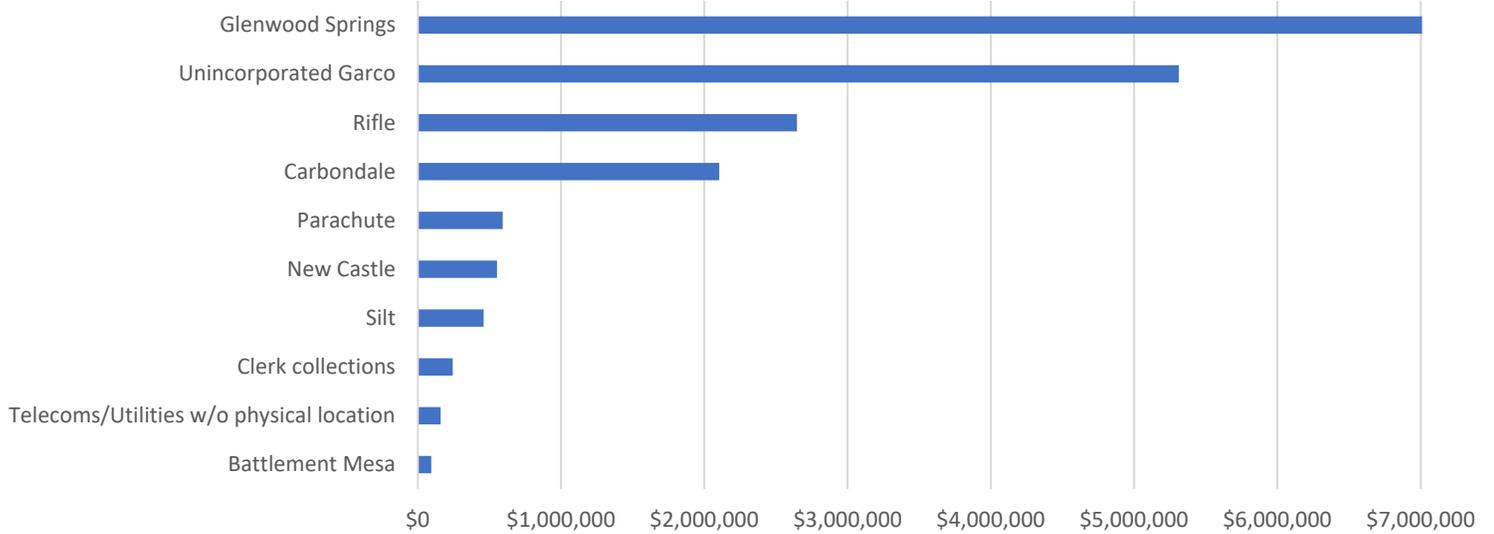
YTD Expenditures to Budgeted Expenditures through 2/29/2024



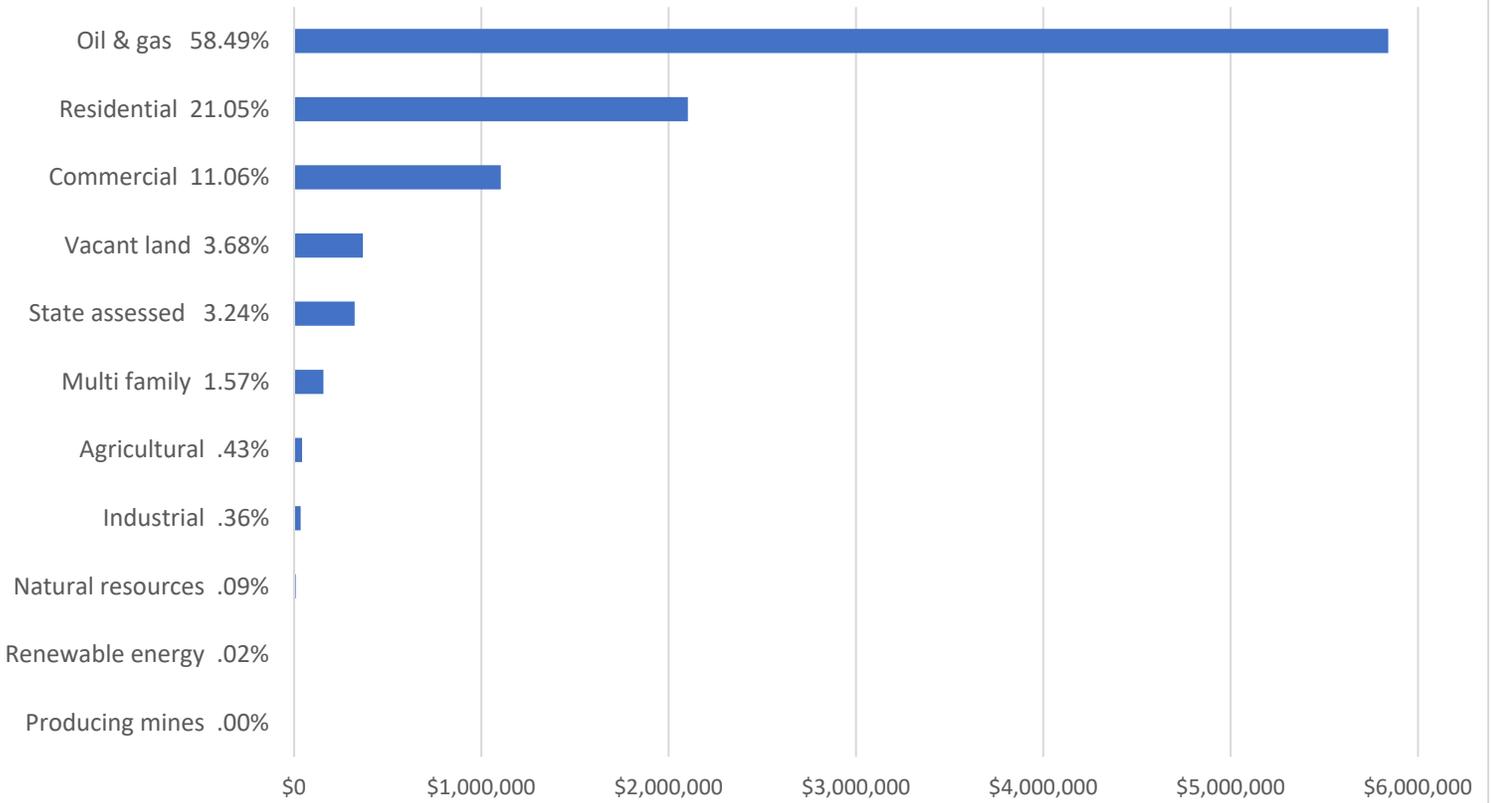
### 2023 Sales tax collections by industry (Top 11 of 22 industries; \$=Garfield County wide)



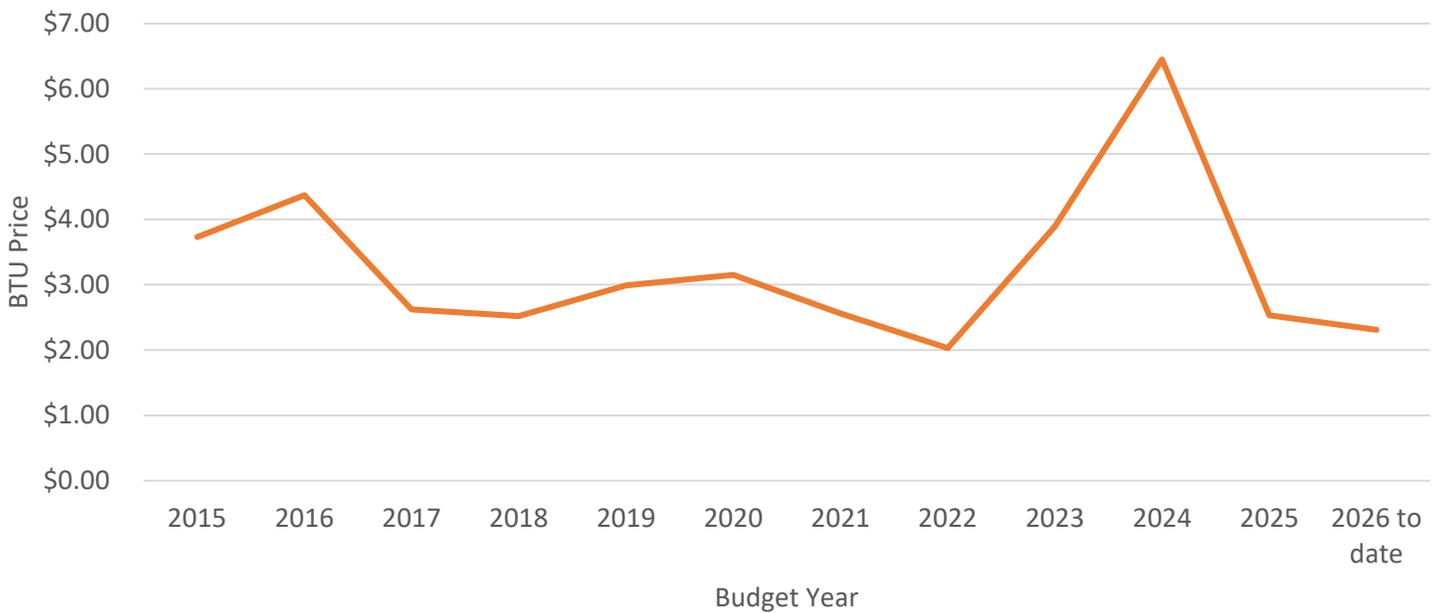
### 2023 Sales tax collections by location (\$=Garfield County wide)



2024 Library Property Tax revenue (2.5mills) by property type



Natural Gas BTU Historical Spot Price (www.eia.gov)



**GARFIELD COUNTY PUBLIC LIBRARY DISTRICT  
SALES TAX COMPARISON REPORT  
BEFORE REFUND**

	2019		2020		2021	% Incr(Decr) from prior yr	2022	% Incr(Decr) from prior yr	2023	% Incr(Decr) from prior yr
<b>January</b>	232,350.29	16.19%	219,964.19	-5.33%	244,593.97	11.20%	287,373.78	17.49%	342,694.36	19.25%
<b>February</b>	201,365.63	-6.18%	211,661.48	5.11%	248,671.50	17.49%	313,756.46	26.17%	334,035.62	6.46%
<b>March</b>	235,241.22	-4.88%	205,882.59	-12.48%	306,107.18	48.68%	363,315.73	18.69%	397,314.64	9.36%
<b>April</b>	221,993.61	0.65%	207,819.08	-6.39%	315,594.36	51.86%	356,926.25	13.10%	371,576.74	4.10%
<b>May</b>	251,876.55	7.70%	252,114.14	0.09%	365,531.99	44.99%	369,020.81	0.95%	412,129.29	11.68%
<b>June</b>	271,841.07	3.83%	275,818.52	1.46%	360,421.57	30.67%	416,313.77	15.51%	436,062.94	4.74%
<b>July</b>	283,289.61	6.41%	296,171.04	4.55%	358,053.80	20.89%	415,689.44	16.10%	438,635.60	5.52%
<b>August</b>	283,746.69	9.51%	282,100.20	-0.58%	325,543.47	15.40%	437,595.12	34.42%	447,381.84	2.24%
<b>September</b>	273,911.00	5.58%	308,802.67	12.74%	359,893.69	16.54%	408,790.73	13.59%	432,815.05	5.88%
<b>October</b>	268,983.77	10.76%	298,225.56	10.87%	333,716.60	11.90%	392,680.20	17.67%	411,451.01	4.78%
<b>November</b>	248,621.68	15.53%	270,897.91	8.96%	312,286.84	15.28%	378,346.49	21.15%	383,779.59	1.44%
<b>December</b>	286,039.62	14.79%	321,746.12	12.48%	375,907.52	16.83%	426,540.57	13.47%	425,622.94	-0.22%
<b>TOTAL</b>	3,059,260.74	6.59%	3,151,203.50	3.01%	3,906,322.49	23.96%	4,566,349.35	16.90%	4,833,499.62	5.85%

**AFTER REFUND**

	2019		2020		2021	% Incr(Decr) from prior yr	2022	% Incr(Decr) from prior yr	2023	% Incr(Decr) from prior yr
<b>January</b>	209,576.47	5.38%	219,154.90	4.57%	237,651.31	8.44%	282,424.27	18.84%	335,755.71	18.88%
<b>February</b>	198,821.31	-6.36%	208,449.22	4.84%	225,592.83	8.22%	313,056.99	38.77%	321,339.27	2.65%
<b>March</b>	233,664.43	-4.67%	199,473.40	-14.63%	302,292.48	51.55%	293,864.24	-2.79%	395,859.72	34.71%
<b>April</b>	221,373.23	2.02%	194,556.04	-12.11%	312,333.74	60.54%	356,615.85	14.18%	369,805.64	3.70%
<b>May</b>	236,645.79	1.34%	245,037.26	3.55%	363,341.37	48.28%	357,069.28	-1.73%	411,190.92	15.16%
<b>June</b>	270,813.24	3.67%	270,598.88	-0.08%	354,079.99	30.85%	414,125.44	16.96%	434,620.76	4.95%
<b>July</b>	281,615.39	6.48%	254,330.79	-9.69%	355,006.45	39.58%	414,876.04	16.86%	437,099.52	5.36%
<b>August</b>	283,033.57	9.78%	280,187.96	-1.01%	317,495.97	13.32%	434,258.56	36.78%	446,230.27	2.76%
<b>September</b>	273,401.59	6.01%	306,570.32	12.13%	358,127.16	16.82%	408,238.24	13.99%	431,588.03	5.72%
<b>October</b>	266,965.89	11.84%	295,679.43	10.76%	332,468.17	12.44%	390,686.93	17.51%	409,219.69	4.74%
<b>November</b>	246,816.73	15.47%	262,364.84	6.30%	310,702.80	18.42%	375,740.34	20.93%	381,767.36	1.60%
<b>December</b>	277,231.38	11.65%	311,675.86	12.42%	375,476.64	20.47%	425,100.13	13.22%	424,728.21	-0.09%
<b>TOTAL</b>	2,999,959.02	5.30%	3,048,078.90	1.60%	3,844,568.91	26.13%	4,466,056.31	16.17%	4,799,205.10	7.46%

**Garfield County Public Library District**  
**Profit & Loss Budget vs. Actual** (unaudited)  
Jan-Feb 2024

	Jan -Feb 2024			Footnotes	\$ Increase / (Decrease) in	
	Actual	Annual Budget	% of Annual Budget		Jan - Feb 2023 Actual	Actual '23 to '24
<b>Income</b>						
40100 · Sales Tax Revenue	425,622.94	4,000,000.00	10.64%		426,540.57	(917.63)
40102 · Sales Tax Refunds	(2,906.96)	(80,000.00)	3.63%		(4,046.59)	1,139.63
40200 · Property Tax Revenue	1,495,637.42	9,866,513.00	15.16%		2,897,815.47	(1,402,178.05)
40300 · Specific Ownership Tax Revenue	100,266.27	450,000.00	22.28%		83,406.29	16,859.98
40900 · Interest Earned on Investments	149,994.44	500,000.00	30.0%	1.	91,531.22	58,463.22
41000 · Grants	200.00	18,314.00	1.09%		0.00	200.00
41200 · Other Revenue	3,655.57	48,045.00	7.61%		7,568.25	(3,912.68)
41300 · Solar Rebates	557.94	8,000.00	6.97%		505.14	52.80
42000 · Branch Revenues	8,263.90	29,000.00	28.5%		9,098.50	(834.60)
<b>Total Income</b>	<b>2,181,291.52</b>	<b>14,839,872.00</b>	<b>14.7%</b>		<b>3,512,418.85</b>	<b>(1,331,127.33)</b>
<b>Expense</b>						
50001 · TREASURER'S FEES	46,042.65	284,730.00	16.17%		73,973.18	(27,930.53)
50005 · DEBT SERVICE	0.00	1,659,799.00	0.0%		0.00	0.00
51000 · EMPLOYEE COSTS	765,322.80	5,424,039.00	14.11%		657,874.26	107,448.54
52000 · LIBRARY SERVICES	311,023.68	1,541,681.00	20.17%		286,667.27	24,356.41
53000 · PROFESSIONAL SERVICES	24,787.42	204,144.00	12.14%		13,237.67	11,549.75
54000 · BUILDING OVERHEAD	123,262.44	888,633.00	13.87%		104,676.07	18,586.37
54500 · BUILDING REFRESH, FURNITURE,IMI	5,746.23	850,000.00	0.68%		42,149.77	(36,403.54)
55000 · EQUIPMENT	43,359.08	178,141.00	24.34%		8,258.72	35,100.36
56000 · OTHER OVERHEAD	78,412.58	92,548.00	84.73%	2	74,070.62	4,341.96
57000 · ADVERTISING & MARKETING	15,032.34	140,500.00	10.7%		9,543.16	5,489.18
58000 · VEHICLES	4,151.66	18,400.00	22.56%		1,574.60	2,577.06
59000 · PARTNERSHIPS	39,646.87	69,238.00	57.26%	3	23,762.06	15,884.81
<b>Total Expense</b>	<b>1,456,787.75</b>	<b>11,351,853.00</b>	<b>12.83%</b>		<b>1,295,787.38</b>	<b>161,000.37</b>
<b>Net Income</b>	<b>724,503.77</b>	<b>3,488,019.00</b>			<b>2,216,631.47</b>	<b>-1,492,127.70</b>

**Footnotes:**

1. The 30 day yield on the ColoTrust account for Feb was 5.5167%. Up from 4.7279% in Feb 2023.
2. Annual property and liability insurance paid in January
3. Includes 1st half assessment on Cooper Commons(GWS); Annual assessment on CLEER

## Garfield County Public Library District

03/18/24

## Balance Sheet (unaudited)

Accrual Basis

As of February 29, 2024

	<u>Feb 29, 24</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10010 · Alpine Bank- Gen(..7072)	2,004,203.37
10050 · Colo Trust - General	16,348,086.80
10055 · C-Safe	57,885.42
10060 · Alpine Bank- Payroll(..8785)	146,013.94
10070 · Alpine Bank - Flex(..0583)	13,314.18
10210 · Alerus- Flex deposit	544.45
10300 · Petty Cash- Cash drawer fund	1,125.00
11010 · CS-23652000-Annual Interest Pmt	202.81
11050 · CS-23652001-Annual Princ. Pmt	1,492.68
<b>Total Checking/Savings</b>	<u>18,572,868.65</u>
<b>Other Current Assets</b>	
12031 · Account Receivable	11,375.63
12100 · Property tax transfer by Treas	9,980,686.00
12250 · Leases Receivable	404,999.66
<b>Total Other Current Assets</b>	<u>10,397,061.29</u>
<b>Total Current Assets</b>	<u>28,969,929.94</u>
<b>Other Assets</b>	
18400 · Prepaid Exps	38,741.77
<b>Total Other Assets</b>	<u>38,741.77</u>
<b>TOTAL ASSETS</b>	<u><u>29,008,671.71</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20000 · Accounts Payable	39,088.26
<b>Total Accounts Payable</b>	<u>39,088.26</u>
<b>Credit Cards</b>	
20510 · Alpine Bank Purchase Card	13,787.72
<b>Total Credit Cards</b>	<u>13,787.72</u>
<b>Other Current Liabilities</b>	
20660 · Grants Payable	48,423.56
20670 · Unearned Revenue	1,591.81
21100 · Other Payroll Payables-	2,643.80
21200 · Payroll Payable-	66,369.00
<b>Total Other Current Liabilities</b>	<u>119,028.17</u>
<b>Total Current Liabilities</b>	<u>171,904.15</u>
<b>Long Term Liabilities</b>	
22100 · Deferred Property Tax Revenue	9,980,686.00
22250 · Deferred inflow - verizon lease	404,999.66
<b>Total Long Term Liabilities</b>	<u>10,385,685.66</u>
<b>Total Liabilities</b>	<u>10,557,589.81</u>

1:52 PM

03/18/24

Accrual Basis

**Garfield County Public Library District**  
**Balance Sheet** (unaudited)  
As of February 29, 2024

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	<u>Feb 29, 24</u>
<b>Equity</b>	
<b>30000 · Unassigned Fund Balance</b>	12,862,143.94
<b>30005 · Non-Spendable Fund Balance</b>	36,928.82
<b>30010 · Restricted Fund Balance</b>	319,400.00
<b>30100 · Retained Earnings</b>	4,508,105.37
<b>Net Income</b>	724,503.77
	<hr/>
<b>Total Equity</b>	18,451,081.90
	<hr/>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>29,008,671.71</b>
	<hr/> <hr/>

## Human Resources Report, March 2023

Kim Owens, HR Director

In March we rolled out our redesigned Wellness Reimbursement Plan, much to the delight of our staff. This has been in our budget for the last couple of years and thanks to our HR Generalist, Melissa Terry, we now have a structured plan that allows staff to invest in their wellness in a variety of ways – from a gym membership to fitness equipment, counseling sessions to financial investment advice, there is something for everyone. Full and part-time staff are eligible for up to \$300.00 in allowable expenses to be reimbursed during 2024. This benefit makes GCPLD stand out as an employer of choice, especially for our part-time staff. Part-time staff often aren't eligible for benefits and about 42% of our workforce is part-time, so this is a nice offer for them. We will measure the usage of this benefit at the end of the year and its continuation is dependent on the overall budget each year.

I had the opportunity to attend my first national HR conference – TransformHR 2024 during the week of March 11. I attended sessions about employee/employer relationships, workplace culture, happiness, generational differences, leading through listening, and the future of artificial intelligence (AI) and the many ways to use it ethically and effectively. One of the biggest takeaways was that AI is here to stay, and when used effectively, can help shift employees away from tasks that can be automated to work that has greater purpose, that only a human can do – which aligns with GCPLD's mission to shift toward more self-service checkouts and allow our staff to do more exciting work.

### Staff Education and Development update:

Coming up in April we have a large group of staff attending one of the premier national library conferences, Public Library Association conference, in Columbus, Ohio.

Several staff have submitted proposals to Colorado's CALCON conference, we look forward to hearing back about those.

Our Employee Development Coordinator, Laura, is also the chair of the Spanish Services Team, Staffing Subcommittee. She is working with the subcommittee to pull together known resources for staff to pursue Spanish language development on their own and is exploring options for staff to continue building Spanish language skills beyond the beginner level.

### Recruiting and Staffing update:

Amy Tonozi, Rifle Branch Manager, has stepped up in a big way to help Nancy and I craft the Youth Services Intern job description. The District budgeted for six 20-hour per week, temporary interns (not to exceed 12 weeks). The internship objectives are to support the early literacy long-range plan initiative, access fresh perspectives and new skills from early childhood education students, build awareness of Youth Services in public libraries as a profession, future recruitment tool for GCPLD to help recruit for regular positions, and promote our partnership with CMC. We anticipate posting for those positions on or about April 1.

## Staffing Report - Since 2/23/2024:

### New Hires: 1

- Part-time Library Specialist at Rifle – 2/27/2024 – 28hrs/week

### Promotions/Transfers: 2

- Library Specialist – Rifle, 24hrs/week transferred to Sub pool – 3/8/2024.
- Library Specialist – Silt, 24hrs/week transferred to Archivist Intern with Glenwood Springs Historical Society – 3/4/2024.

### Vacancies: 5

- Temporary Full-time Facilities Technician – Support Services, 40hrs/week
- Library Specialist – Parachute, 24hrs/week
- Library Specialist – Silt, 24hrs/week
- Library Specialist – Rifle, 28hrs/week – *offer accepted, anticipated start date 3/31.*
- Library Page – Silt, 10hrs/week

### Departures: 1

- Library Page – Silt, 10hrs/week – 3/9/2024

### Additional Staffing Information:

Headcount as of 3/18/2024:

- 77 total staff members (does not include subs)
- 45 benefit-eligible staff (32 - 40 hours per week); 32 staff with less than 32 hours per week
- 61.05 FTE

Staff Stats by Location – 3/18/2024					
<u>Location</u>	<u>FTE</u>	<u>Total Staff Count</u>	<u>Scheduled Staff Hours per Week</u> <small>(total of all staff)</small>	<u>Count of Benefit Eligible Staff (over 32 hours)</u>	<u>Count of Staff not eligible for Benefits (under 32 hours)</u>
Carbondale	8.4	12	336	5	7
Glenwood	8.25	11	330	5	6
New Castle	6.9	10	276	4	6
Silt	5.4	6	216	4	2
Rifle	8.25	12	330	5	7
Parachute	5.45	7	218	4	3
Support Services	18.4	19	736	18	1
<b>Grand Total</b>	<b>61.05</b>	<b>77</b>	<b>2442</b>	<b>45</b>	<b>32</b>

## Branch Libraries Report, April 2024

By Nancy Barnes, Branch Libraries Director

### Branch Projects

The Carbondale library is moving forward with a project to begin digitizing the Valley Journal, a local newspaper that ran from 1974 to 2008. The library's collection of bound newspapers is the only complete set in existence, and we're looking forward to making it accessible through Colorado Historic Newspapers. This digitization project is in alignment with the key community theme of preserving local history.

Silt Library staff were able to complete a weeding project of the entire collection during their February branch closure day. Additionally, staff were able to receive training on ordering new books and library materials.

The Parachute Library spent time this month revamping the juvenile collection. They added over 100 new books and focused on updating sections and buying new selections. They look forward to this collection refresh increasing the circulation of juvenile books.

### Program Success

There was a standing-room-only crowd for the first in a series of Carbondale history programs, presented in partnership with the Carbondale Historical Society. A pleased patron later wrote: "We are so pleased and continually surprised by the depth and breadth of the GCPLD's reaching out to our communities. Thank you to you, to Mary for tonight, and your whole staff for all you do."

In March, the Rifle Library launched its Sensory Playgroup, catering to special needs children and individuals with sensory needs. This initiative is aimed at providing an inclusive and accessible environment for the smallest members of our community.

Building on the premise of the sensory playgroup, April will mark the launch of a bilingual sensory story time also in Rifle. Traditional story times may not address the sensory needs of children with autism spectrum disorder, so this sensory Storytime aims to make the library experience enjoyable and accessible for all.

March saw the beginning of a three-part series on sexual abuse education, demonstrating the library's commitment to addressing important community issues. All courses are being held at 7 pm at the Rifle Library.

**Class 1: March 28:** *Unveiling the Signs: Recognizing Potential Indicators of Sexual Abuse*

**Class 2: April 18:** *Home is Where Safety Begins: Empowering Families and Sexual Abuse Prevention*

**Class 3: May 30:** *Beyond Yes or No: Demystifying the Ins and Outs of True Consent*

Parachute library recently began offering technology classes. The classes are held on the third Tuesday of every month. Additionally, Parachute recently launched a "crafternoon" series with eight adults attending to decorate beautiful flower pots. Upcoming programs in Parachute include their first teen

volunteer-led Dungeons and Dragons program, a solar eclipse watch party on April 8th, a homeschool art show, and a seed starting workshop.

Glenwood Springs Library started a new monthly series for older adults on March 13th with a visit from Glenwood Springs Mayor Ingrid Wussow. Wonderful Wednesdays is a series of monthly life enrichment and learning opportunities built on a foundation of creating social connections. Upcoming programs include Bill Kight's History's Mysteries, a Socrates Cafe discussion, and a performance by guitarist Rodrigo Arreguin.

Teen Tech Week provided 44 teens with a fun social night and an opportunity to see the new technology the Glenwood Springs library provides. Teens played Lazer Tag, used 3D printers, learned about coding, tried out virtual reality, and did some basic engineering. They also made new friends, ate snacks, and spent time in the branch. The concept of Tech Week has continued with many teens returning for "Teen Tech and Talk" on Tuesday afternoons.

New Castle Library has a series of upcoming programs to look forward to.

3/27/24 - Business after hours with the Chamber of New Castle.

3/29/24 - Liderazgo para adultos- Leadership for adults in partnership with SANA

3/30/24 - Seed transplant workshop in partnership with Growing Empowerment

4/01/24 - English Exposure Class -held weekly.

4/01/24 - 6th Grade book club -held weekly in partnership with Riverside middle school.

Silt library was busy with many programs in the last month. Forty-two programs were held, including seven held in Spanish, with 420 people in attendance.

## Staffing

Rifle library bid farewell to Andres Garay in March when he resigned in order to have more time to focus on his college education. While we will miss him and all his valuable contributions, we are happy that he will continue to support the district as a substitute. Additionally, we welcome two new staff members to our team:

- Carolyn McCann, who transitioned from a district substitute to a Library Specialist.
- Quincey Wahl, who joins us in the same capacity.

The Parachute library recently hired a new part-time Library Specialist. Silt library has recently combined two vacant part-time positions into one full-time position and hopes to fill the vacancy soon.



Celeste and Sylvia were thrilled to get their first library cards!



Children enjoy a springtime story time at the Silt library.



Glenwood’s “Wonderful Wednesdays” attendees enjoyed a talk from the mayor.



Parachute library’s recently refreshed juvenile collection.

## Circulation and Collections Report, March 2024

Jenn Cook, Technical Services Director

### Senate Bill 094

SB-049 was introduced by Senators Cutter and Kolker and Representatives Hamrick and Joseph in the Senate and assigned to the Education Committee on January 12, 2024. The bill established a process for school districts and public libraries to review requests to remove materials from circulation in libraries. The bill faced some sticking points from the public and charter school community in its requirements for the superintendent of each school district to convene a committee to consider a request to remove material from circulation in a school library. The bill specified committee membership, outlined standards that the committee would follow when considering a request to remove materials from circulation, and required the creation of a publicly available form to request that materials be removed from circulation, allowing only students and parents of students attending the school to use this form and removing materials from circulation only upon unanimous consent of the committee. These expectations were felt to conflict with local control of schools.

The bill created a similar process for public libraries, with the board of directors for the library district acting to consider requests for the removal of materials. One key aspect of the bill was to prohibit schools and public libraries from failing to select materials on the basis that it includes reference to the role and contribution of racial or religious minorities, or lesbian, gay, bisexual, and transgender individuals. Amendments to the bill were presented to make it more agreeable for public schools, but ultimately the bill lost and was “Postponed Indefinitely” on February 28, 2024. Future plans have not been determined yet.

### Automated Book Sorters and other innovations

FE Technologies, our selected vendor for replacing our non-functioning automated book handling systems, completed on-site walkthroughs to survey our physical space and evaluate our needs. From these specifications, FE Tech will produce final engineering drawings and then the machinery will be manufactured to our specifications. The decommissioning of the old equipment and installation of new is estimated to take place in early September and will be coordinated carefully between us and FE Tech to ensure minimal impact on patrons and facilities.

There are some other new features from FE Tech that we will be rolling out very soon. Sort Assistant software offers a manual book sorting process allowing our staff to process large volumes of materials faster once staff is trained on new procedures. A patron app that is in the final development phase will assist patrons in accessing and tracking checkout and holds. Payment terminals are being configured on self-check stations that will allow patrons to reserve computers, release and pay for prints, make donations, and pay for lost or damaged items. Finally, a staff app will be deployed after we test operability which will allow staff to process library transactions from anywhere and not be restricted to the circulation desk.

## Marketing report, March 2024

James Larson, Communications and Marketing Director

### March Recap

James, Alex, Ana, Melissa, and Amaranda went to Latino Advocacy Days in Denver March 16-18; We generously sponsored by our partner Voces Unidas. We learned about legislation affecting Hispanic Coloradans and did a lot of networking.

The Housing Summit video has been posted on our website and Rifletv. We are currently considering a follow-up summit.

[https://videoplayer.telvue.com/player/P8wyVTR2qr3\\_LDUHnb\\_mF4AFW6RckleS/playlists/2137/media/857965](https://videoplayer.telvue.com/player/P8wyVTR2qr3_LDUHnb_mF4AFW6RckleS/playlists/2137/media/857965)

[Recordings for board meetings](#) are now on the website under “About Us” and then “Board of Trustees.”

Rocky Mt. PBS has started publishing some of our events in their PBS Kids newsletter. We are working with them for some more in-depth coverage and still a possible piece about the Bee Mural.

Committee updates:

Spanish Services Team long-range plans

- Outreach
  - Yearly outreach calendar
  - Bilingual signage in the branches
  - More social media for Hispanic community
- Programming
  - Big events for the year
    - Dia del niño/ dia del libro (April)
    - Cinco de Mayo festival in Rifle (May 3rd)
    - Heritage Festival (Sept)
    - Day of the Dead week (Oct)
    - Posada (Dec)
- Collection
  - Sustainable ways for material selection
  - Better Tracking circ of world language books
  - Maintain Spanish areas in all branches.
  - 1000 books before kindergarten program including Spanish language materials.
  - Designing new children’s Spanish library card

Youth Services Committee

- YS onboard with YS internship program - PST to discuss next steps.
- YS committed to 1000 books before kindergarten program - tasked with next steps/goals towards a long-range plan for Early Childhood literacy.
- Red passed around a new teacher resource guide brochure.
- Set up a Quarterly chairperson system.

- Reviewed and discussed a future partnership with Raising a Reader/Bolsitas Rojas/Blue Bag - clearer understanding of partnership and responsibilities.
- Idea of book vending machines in branch or off-site
- Smokey the Bear educational presentations around back-to-school time.

Winter Reading Results 2024- 440 participants; 161 completions

Carbondale: 84 participants

Glenwood Springs: 86 participants

New Castle: 79 participants

Parachute: 46 participants

Rifle: 72 participants

Silt: 73 participants

### Social media analytics

Followers:

Facebook – 4,015 (14 new followers)

Instagram – 1,533

Email Newsletter – 16,274

Facebook Reach\* 12,500 (down 23%)

Instagram reach: 504 (down 6%)

\* 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 5 Facebook posts in February

**Garfield County Libraries**  
 Published by James Larson · February 24 at 8:00 PM

We would like to invite our patrons to sign up for this wonderful program at the Rifle Branch Library!

**Reading Begins at Birth**  
 We know that reading begins at birth, and the benefits of a home library go far beyond the simple act of reading. Research proves reading at home fosters a love of reading, kindergarten readiness, and social & emotional intelligence.... [See more](#)



**Garfield County Libraries**  
 Published by James Larson · February 27 at 8:00 PM

It is with great pleasure that we introduce our newest team member, Jess Peterson, who has joined us as a full-time Library Specialist for the Carbondale Branch.

Jess comes to us from Palatine, IL, a NW suburb of Chicago, and made the move to Colorado in November 2020. Before joining our team, she worked in a reporting role at the Post Independent. Jess holds a Bachelor's degree in Journalism from the University of Illinois at Urbana-Champaign. Her love for Colorado dates ba... [See more](#)



**Garfield County Libraries**  
 Published by James Larson · March 5 at 3:02 PM

Thank you to Logo Ligi for bringing the vibrant culture of Ghana to our libraries



[See insights and ads](#) [Boost](#)

37 1 1

Like Comment Share

Most relevant

Write a comment...

Caitlin Carey  
 Adrian you are amazing! This looks wonderful!

**Garfield County Libraries**  
 Published by James Larson · February 26 at 7:00 PM

**Position Open: Seeking Candidates for the Board of Trustees**

The Garfield County Libraries Board of Trustees is seeking candidates to fill an existing term ending on December 31, 2025 and represent the Rifle area. The appointee would then be eligible to volunteer to serve two additional three-year terms.



**Garfield County Libraries**  
 Published by James Larson · February 25 at 8:00 PM

On Saturday, March 2, The Carbondale Branch Library will host the return of Roaring Fork Repertory's ONE-ACTS IN THE STACKS, directed by Willie Moseley. Four actors play parts in three different one-act plays. The program is 1 hour and 15 minutes long, with a two minute break between plays. This show is appropriate for audience members of most ages, but likely will be most engaging for 13+. The plays are Suppressed Desires, by Susan Glaspell and George Cram Cook. Collect Call... See more



ROARING FORK REPERTORY THEATER'S  
*One Acts in the Stacks*

Top 5 Instagram posts in February

Instagram

garfieldcountylibraries



0:00 / 0:22

garfieldcountylibraries Thank you to Logo Ligi for bringing the vibrant culture of Ghana to our libraries

Instagram

garfieldcountylibraries



ROARING FORK REPERTORY THEATER'S  
*One Acts in the Stacks*

garfieldcountylibraries On Saturday, March 2, The Carbondale Branch Library will host the return o... more

Instagram

garfieldcountylibraries



garfieldcountylibraries Your Glenwood Springs Branch Library invites you to join us on the second Wed... more

Instagram

garfieldcountylibraries



garfieldcountylibraries It is with great pleasure that we introduce our newest team member, Jess Peter... more

Instagram

garfieldcountylibraries



garfieldcountylibraries Enjoy some photos from the One Acts in the Stacks event in Carbondale on Saturday evening. It was fun! And we had a full audience in spite of the weather.

In the News – links to full articles.

<https://www.postindependent.com/opinion/wednesday-letters-garfield-county-commission-out-of-sync-ceasefire-resolution-and-more/>

<https://www.postindependent.com/opinion/letter-to-the-editor/monday-letters-library-board-appointments-israel-palestine-conflict-ceasefire-resolution/>

<https://soprissun.com/coalition-compares-summit-county-successes-with-local-affordable-housing-efforts/>

<https://www.postindependent.com/news/garfield-county-libraries-to-host-gardening-workshops-help-end-food-insecurity/>



**Community Partner Content**

**Activities for Families with Young Children in Garfield County Libraries**

[PAWS to Read in Glenwood Springs \(Spanish and English\)](#); Practice reading in a fun, supportive environment with a four-legged friend! Therapy dogs from Heeling Partners of the Roaring Fork Valley will be at the Glenwood Springs Branch Library at 2:30 p.m. on the Wednesdays of March 27, April 24, and May 22 to listen, encourage, and enhance each young reader's experience. There will be 15-minute time slots for readers (1st-5th grade), and advance registration is required. For the well being of the dogs, only the readers will be allowed in the room with the dogs and specialists. To register, or get more information about these free sessions that are part of our SPARK event series please call the library at 970-945-5958.

[Sensory Playgroup Time! \(Spanish and English\)](#); Join your Ririe Branch Library for a sensory playgroup time! This bilingual playgroup time is designed for neurodiverse children or individuals with sensory needs. We'll meet at 10 am on the first and third Monday each month. Free. For more information call the library at 970-625-3471.

## Events February 2024

Alex Garcia-Bernal, Education & Events Manager

### Special Events:

GCPLD completed their Winter Reading Challenge at the end of February. All branches had fantastic participation from patrons.

District Participation - 441 participants with 166 completions

Carbondale- 84 participants with 27 completions.

Glenwood- 86 participants with 31 completions.

New Castle- 79 participants with 29 completions.

Parachute- 46 participants with 19 completions.

Rifle 72- participants with 29 completions.

Silt 73- participants with 31 completions.

The Rifle library hosted a special Art in the Stacks Exhibition featuring local artist Anne Ramsay which will be up in the stacks for the length of February and March. They also hosted a special Super Bowl watch party with Discovery Cafe on Sunday February 11th, to a full house.

The Silt library hosted an incredibly special Mardi Gras Celebration on Tuesday February 13th with around 50-60 participants. The event included food tastings, cultural demonstrations, and live music.

The Carbondale library hosted their Community Interviews findings debrief on Wednesday February 24th. The Rifle library hosted theirs on Monday February 29th. The New Castle Library on Monday February 5th. Glenwood Springs on Tuesday February 6th. The Parachute library hosted theirs on Thursday February 15th. Silt on Tuesday February 27th.

GCPLD hosted a special summit on Housing at the Ute Theater on Thursday February 22nd, with an attendance of about 60 participants.

In Celebration of Black History Month, all six branches hosted a special African Drum and Dance presentation by Boulder based Ghanese-American group, Logo Ligi, on Saturday February 24th and Sunday February 25th. In total, the presentation had 250 participants.

### Partnered Children Events:

Each of the GCPLD libraries continued to host their weekly Bolsitas Rojas, bilingual story time programs with Raising a Reader Both the Rifle and Silt libraries collaborate with Meal Monkey to provide free meals to kids during their regular programs such as Bolsitas Rojas and Spark. Each of the libraries also hosted the Aspen Science Center for their Stem Exploration Hour as its own program or for Spark in February. The Rifle library continued to host their parenting support group with Great Expectations weekly on Tuesdays. The Carbondale library hosted their Paws To Read story time with the animal shelter on Tuesday February 6th, and February 20th.

### Library Children Events:

Each of the GCPLD libraries, with the exception of Silt, continued hosting their weekly school age kids' program, Spark, during their day or afternoon off from school. Each of the libraries also continued to host their weekly story time program. The Carbondale and Parachute libraries started hosting their baby story time, Baby and Me, weekly on Tuesday and Fridays. The New Castle library hosted their weekly stay and play program, Get the Wiggles Out weekly on Thursdays. The Silt library hosted their weekly stay and play program, Shake Your Sillies program on Fridays. The Rifle library hosted their stay and play program, Preschool Playgroup weekly on Wednesdays. The New Castle library hosted their baby motor skills program, Tiny Hands, on Thursday February 29th. The Parachute library hosted a weekly Kids Ukulele class on Mondays. The Rifle library continued to host their Kids Ukulele Class on Mondays. The Parachute library hosted a kids art program with Brit Lee on Tuesday February 30th.

### Teen/Tween Events:

The Rifle library hosted their monthly Teen Tech Club on Friday February 5th and their weekly Anime Club on Fridays. The Silt and New Castle libraries hosted their teen gaming clubs, Game On! And NC Gamers, weekly on Fridays. The Carbondale library hosted their Coding Club with the Aspen Science Center on Thursday February 8th and 22nd and their Creator Club on Friday February 9th and 23rd. The Glenwood Springs library hosted their Magic At Your Library game programs on Saturday February 10th and 24th, and their Dungeons and Dragons game day on Saturday February 17th. The Parachute Library hosted their Teen Gamers Club on Saturday February 24th. The New Castle library hosted their Pokemon Club game program on Saturday February 24th.

### Family Events:

The Silt library hosted their monthly bilingual family game night, Loteria, on Thursday February 8th. The Rifle library began a Homeschool Parent advisory board on Thursday February 8th. The Parachute library hosted their Homeschool Parent Advisory Board on Friday February 9th and their Homeschool Luncheon on Friday February 23rd. The Rifle library hosted their monthly Parenting Club program on Wednesday February 28th.

### Book Clubs:

The Silt library hosted their tween and teen book clubs on Thursday February 8th and Monday February 12th. The Glenwood Springs library hosted their Glenwood Springs High School Book Club on Monday February 12th and 26th. The Parachute library hosted their Western Colorado Book Club on Tuesday February 13th and their Food for Thought cookbook club on Thursday February 8th. The Glenwood Springs library hosted their monthly Spanish language book club, Entre Las Páginas, on Saturday February 10th. The Rifle library hosted their Friends of the Library Book Club on Thursday February 15th. The Carbondale library hosted their Third Thursday Book Club on February 15th and their GSA Book Club on Friday February 16th. The Parachute library hosted their Teen Book Club on Monday February 26th. The Silt Library began hosting their monthly adult book club, Silt's Spicy Book Club on Wednesday February 28th.

### Partnered Adult Events:

The Glenwood Springs library continued to host their memoir writing group, Your Story Your Life on Friday February 5th and 19th. The Parachute library began hosting their weekly series with Cooking Matters on Thursday February 11th. The final program for Cooking Matters was Thursday February 1st. The Rifle library hosted a special presentation with the Rifle Historical Museum, Preserving Our Heritage: Rifle's Volunteer Fire Department, on Saturday February 17th.

#### Adults Arts and Crafts:

The Carbondale library hosted their In Stitches knitting club each Monday in February and their monthly Nature Journaling program on Friday February 5th. The Rifle library hosted their adult guitar classes weekly on Mondays. The Parachute library hosted a "date night" art class for adults on Tuesday February 13th. The Rifle library hosted their monthly Crafter's Circle on Saturday February 17th.

#### Adult Education Events:

The Rifle library began to host their ESL series with CMC each Tuesday and Wednesday in February. They also hosted their Spanish/English Conversation Circle each Wednesday in February. The Rifle library hosted a special lunch and learn with the Alzheimer's Association on Thursday February 15th. The Rifle library hosted their Spanish Immersion class each Monday and Wednesday. The Silt library hosted their American Sign Language program on Thursday February 29th.

#### Social Events:

The Rifle library hosted their Geri-Fit senior mobility program on Thursdays, and their bilingual Zumba fitness program weekly on Tuesdays. The Carbondale library began hosting their weekly Senior Game Night on Mondays, a Move Your Center mobility program weekly on Mondays, and their monthly Lost Art of Random Conversations on Sunday February 4th. The Silt library continued to host their weekly senior Tai Chi program on Wednesdays. The Rifle library began hosting their weekly Seniors Game Day on Thursday February 18th. The Glenwood Springs library hosted their Chess Club on Thursday February 15th and their Pride Social program on Friday February 23rd. The Silt library hosted their first ever Mystery Investigation club on Tuesday February 20th.

#### Author Events:

#### Upcoming:

The libraries will be celebrating another Solar Eclipse Watch Party on April 8th.

The library is preparing to celebrate Dia Del Niño, Day of the Young Child in collaboration with Colorado River Team, Raising a Reader, Focused Kids, FFN, and Great Expectations at the Rifle Library on Saturday April 27th. Alpine Bank will sponsor event.

The library will be participating in the Cinco de Mayo festival put together by the town of Rifle and the Chamber of Commerce on Friday May 3rd.

The Glenwood Springs library will be hosting our annual Comics Festival on Saturday May 4th.

The New Castle library is putting together a Seed Library sometime in April.

## Facilities March Report

Jon Medrano, Facilities Manager

The Facilities Department worked well to complete various building repairs. Looking ahead to a pleasant Spring as the Colorado weather changes. Here are some projects lately worth mentioning.

### Library Reconfiguration for Parachute & New Castle Branches - UPDATE

The team overseeing the library remodel is awaiting architectural bids near the end of March, due to only 1 out of the three companies providing the library a proposal. Progress was made in finalizing a few project decisions such as carpet, furniture, and wall colors. The team is maintaining momentum before the initial construction begins.

### Elevator Repair at the Rifle Branch Library

Small work repairs were scheduled for the main public elevator at the Rifle Library. During the last maintenance inspection from the Northwest Colorado Council of Governments, a few pieces of equipment needed to be updated to meet code requirements.

### Summer Landscaping Maintenance

The Facilities Manager is preparing contracts for the upcoming summer landscaping at the Carbondale, Glenwood Springs, and Parachute libraries, which the library is responsible for maintaining. The local municipalities oversee the landscaping at the other libraries.

### Updated AED Devices for District.

The Facilities Manager has replaced the outdated AED devices at all the library locations with all new equipment. Included are pediatric pads. Although the device is designed to be simple to use and many staff members have already received formal instruction, the library will also be preparing training as well that will be available to all staff.

### Door Counter Project

The order has been placed to receive the smart door counter devices that will be installed at the main entrances of each library. The Facilities Manager reached out to three local contractors to receive bids that will oversee the network cable installation that will be needed for each door counter device. The project should begin at the beginning of April.

### Facilities Technician Update

A second-round interview took place near the end of March for a strong potential candidate. The individual meets all the requirements and shows great promise. A decision will be made soon on the next steps for filling the role of the Facilities Technician.