

AGENDA
Garfield County Public Library District Board of Trustees Meeting
Date: Thursday, August 1, 2024, 2:00 PM

Zoom Access:

Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZ0scOmhqD4uHN32cX-WZHtMO7BuQxO5EZOy>

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

Place: Parachute Branch Library
244 Grand Valley Way, Parachute, CO

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

I. CALL TO ORDER

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

II. CONSENT AGENDA FOR APPROVAL

- A. Minutes of Library Board meeting July 11, 2024 (pp. 1-4)
- B. Claims for Board Approval: General Fund June 16 through July 15, 2024 (pp. (5-6); Alpine Bank Credit Card Statement June (pp. 7-8)

III. ACTION ITEMS

- A. Request for Reconsideration policy and form (2nd reading), Jamie LaRue (pp. 9-11)
- B. Re-adoption of Library Bill of Rights to include Article VII, Jamie LaRue, (pp. 12)
- C. Vender Update and Vendor Management Policy, Kevin Hettler (pp. 13-14)
- D. Revisit budget reappointents

IV. DISCUSSION ITEMS

- A. Management Report, Jamie LaRue (pp. 15-18)
- B. Addition to board bylaws (pp. 19-26)
- C. Social media policy (first reading) (pp. 27-28)
- D. External sponsorship policy (first reading) (29-30)
- E. Finance Report, Kevin Hettler (pp. 31-36)
- F. Compensation study update, Kim Owens
- G. Parachute Branch Library report, Amaranda Fregoso
- H. Discuss Trustee reports and comments from the previous board meeting, Adrian Rippy-Sheehy
- I. Trustee reports and comments, All Trustees

V. EXECUTIVE SESSION

- A. Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators pursuant to Section 24-6-402(4)(e)(I), C.R.S.

VI. ACTION ITEM

- A. Action taken after Executive Session, Adrian Rippy-Sheehy

Next Board Meetings:

Special Meeting: August 10, 2024, morning, Location: Rifle Branch Library, 207 East Ave, Rifle. CO

Regular Meeting: September 12, 2024, 2pm, Location: Carbondale Branch Library 320 Sopris Ave, Carbondale, CO

Adjourn meeting.

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

Prepared by: Jamie LaRue, Executive Director

GARFIELD COUNTY PUBLIC LIBRARY DISTRICT
RECORD OF PROCEEDINGS: BOARD OF TRUSTEES MEETING
Place: Glenwood Springs Branch Library
July 11, 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 Rippy-Sheehy gave Zoom attendees instructions on how to indicate they would like to make a public comment. Kevin Hettler conducted the roll call.

Board Members Present:

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

Board Member Absent Excused:

None

Public Present:

Trish O’Grady
Bill Anschowitz
John Lepkowski
Tela Forehand
Joe Snodd
Sarah Kemme
Matt Miller – McMahan & Assoc
Mike Dooley - McMahan & Assoc

Zoom Attendees:

Staff:

Melissa Wiley
Jackie Skala
Emily Hisel
Darla Baumli

Public:

Elizabeth Dauer
Robin Robinson
Kim Seter

Staff Members Present:

Abraham Korah
Amaranda Fregosa
Mary Tong
Toni Carsten
Mx Red
Jen Callison
Alex Garcia
James Larson
Amy Tonozzi
Jenn Cook
Sarah Vail
Kim Owens
Laura West
Nancy Barnes
Jon Medrano
Kevin Hettler
Suzy Meredith-Orr

- A. Comment on June 6, 2024, Board Meeting Public Participation – None.
- B. Public Participation: 3 minutes per person
 - i. Tela Forehand, Silt – Wants certain adult books contained separately from children and believes GCPLD has the ability to do so.
 - ii. John Lepkowski, Silt – Wants GCPLD to withdraw from the American Library Association. Presented three books that he believes are harmful to children. Stated he spoke with a priest who said libraries are grooming children.
 - iii. Trish O’Grady, Rifle – Believes the Paul Davis presentation on Friday, 7/12 is a conflict of interest with the library. Is tired of the buzzword Christian Nationalist.
- C. Approval of the agenda.
 - i. **Michelle moved to approve the agenda and Jocelyn seconded. Motion passed.**

II. CONSENT AGENDA FOR APPROVAL

- A. Minutes of Library Board meeting May 2, 2024 (pp. 1-3)
- B. Claims for Board Approval: General Fund April 16 through May 15, 2024 (pp. 4-6).
Alpine Bank Credit Card Statement April (pp. 7-8)
 - i. **Jocelyn moved to approve the consent agenda and John seconded. Motion passed.**

III. ACTION ITEMS

- A. Matt Miller, McMahan and Associates, presentation of the 2023 financial statement audit. Board vote on acceptance of the audit draft as presented, Kevin Hettler
 - i. Matt Miller, CPA with McMahan and Associates presented the 2023 financial audit result. He explained the scope and process of the audit. The District received a clean, unmodified audit for 2023. He said GCPLD has a couple of years of operating expenses in their reserve which is typical for a Colorado library district. The audit suggested a vendor vetting process to help avoid fraud.
 - 1. **Susan moved to accept the audit, Jocelyn seconded. Motion passed.**
- B. Web Accessibility Policy, Jenn Cook
 - i. Colorado State Law mandates this policy. Web accessibility is intended to make websites usable for individuals with physical disabilities.
 - 1. **Crystal moved to approve the policy, Susan seconded. Motion passed.**
- C. Appoint Board members to the 2025 Budget Committee, Adrian Rippy-Sheehy
 - i. John Mallonee and Myrna Fletchall volunteered to be on the Budget Committee. Michelle Foster is on the budget committee due to her role as Treasurer,
 - 1. **Michelle moved and Crystal seconded. Motion passed.**
- D. Consider rescheduling the September board meeting from September 5 to September 12, Adrian Rippy-Sheehy
 - i. Most Board members will be attending the Colorado Association of Libraries Conference (CALCON) during the originally planned board meeting date. Crystal Mariscal and John Mallonee will be unable to attend the September 12 meeting and will be excused.
 - 1. **Jocelyn moved and Susan seconded. Motion passed.**
- E. Special board meeting Trustee Training on August 10, Saturday morning, Rifle Branch Library
 - i. Training presented by Colorado State Library, 9:00a – 12:00p.
 - 1. **Adrian moved and John seconded. Motion passed.**

IV. DISCUSSION ITEMS

- A. Management Report, Jamie LaRue (pp. 9-12)
 - i. Thanked Myrna for attending via Zoom while on her vacation. Responded to John Lepkowski’s comments about the ALA president, Emily Drabinski – Emily is no longer the ALA president as that’s a one-year position. GCPLD won three CAL awards – Trustee of the Year - Adrian Rippy-Sheehy; Equity, Diversity, & Inclusion Award - Spanish Services Team; Partnership of the Year – Discovery Café and Rifle Branch Library.

- ii. Disposition of request for reconsideration regarding the book *Faithless* – removed on the basis of condition.
- iii. Staff and Board picnic on 8/2.
- iv. A pre-conference meeting will be scheduled with the Board members attending CALCON.
- B. Request for Reconsideration policy and form revisions (pp. 13-19)
 - i. GCPLD Reconsideration Policy updated to conform to new state legislation passed in May 2024. For Board discussion, “the person submitting the request for reconsideration must have read the item in its entirety”; “any Garfield County resident can file three requests per year”; “only three requests will be processed at a time”; “requests will be responded to in the order in which they’re received”. The Law says a material cannot be requested for reconsideration again for two years.
 - ii. Updated the Request for Reconsideration form – removed the question “What do you want us to do with the item” – this is a library staff decision; added a place for the requestor to suggest an item.
 - iii. The Board asked if the list of materials should also include web resources, Jamie said he would add that.
 - iv. The Board discussed the staff reconsideration process and procedures, and the Board’s role in the appeal process.
- C. Finance Report, Kevin Hettler (pp. 20-26)
 - i. Discussed the housing affordability crisis, as of May 2024, Garfield County is the second most difficult place to live as far as affordability and availability, it is everyone’s responsibility to try to do something.
 - ii. Discussed the current oil and gas pricing which will affect the 2026 budget. Experts predict BTU price \$2.70 in 2024 for 2026 budget and \$3.00 in 2025 for the 2027 budget. Oil and gas property tax makes up 60% of GCPLD revenue. Gas production is decreasing, and this also affects revenue.
- D. Vender Update and Vendor Management Policy draft, Kevin Hettler (pp. 27-28)
 - i. In response to the 2023 financial audit suggestion, the Vendor Management Policy is presented to ensure vendors are confirmed verbally before making changes to banking information.
- E. Compensation study update, Kim Owens
 - i. Kim is working with the Employers Council consultant to finalize the job matches; the GCPLD compensation team has a meeting with the consultant to develop the compensation philosophy the week of 7/15. Expect to have a report from the consultant at the 8/1 board meeting.
- F. Glenwood Springs Branch Library report, Abraham Korah
 - i. Gave an update on current staffing at the Glenwood Branch.
 - ii. Sarah Vail will be presenting on alternative literacy strategies for tweens and teens at CALCON and for the Colorado State Library.
 - iii. Discussed various programming at the Glenwood library for older adults and reviewed past programming and events. There have been 1500 additional library visits from this time last year.
 - iv. Discussed recent shifts to the collection providing a better patron experience.
 - v. Is focusing on increasing partnerships around Glenwood.
 - vi. A few disruptive patrons have been a challenge, it is emotionally tiring, and can feel threatening to safety; Abraham is working to enhance policies and procedures to address disruptive patrons.
- G. Discuss Trustee reports and comments from the previous board meeting, Adrian Rippey-Sheehy
 - i. Discussed the Trustee comment from June regarding starting Board meetings with the Pledge of Allegiance.
- H. Trustee reports and comments, All Trustees
 - i. Crystal – wants to ensure adequate support for the Communications and Marketing department and thanked staff for including a Marketing report.
 - ii. Susan – commented on the well-done audit report, is glad to see programming for seniors and encourages more of these. Would like to see more attendance stats on programs and events.
 - iii. Jocelyn – interested in an onboarding plan for new board members and a review of bylaws. Adrian recommended each Trustee individually review the current bylaws and be prepared to discuss them at the August 10 training.
 - iv. Myrna – Congratulated all the GCPLD CAL award winners and is also interested in the new board member onboarding process. Asked why restrictions are on DVDs for children but not books and wants it added as a discussion item next month.

V. EXECUTIVE SESSION

- A. Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators pursuant to Section 24-6-402(4)(e)(I), C.R.S.
 - i. John moved to go into executive session, Crystal seconded. Motion passed.
 - ii. Adjourned into executive session 4:00, adjourned from executive session at 4:48.

VI. ACTION ITEM

- A. Action taken after Executive Session, Adrian Rippy-Sheehy – no action taken.

A motion to adjourn the meeting was made by Adrian. The meeting adjourned at 4:54 pm.

The Board Zoom recording will be uploaded to www.gcpld.org.

Next Board Meeting: August 1, 2024, 2 pm, Location: Parachute Branch, 244 Grand Valley Way, Parachute, CO 81635.

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Prepared by: James LaRue, Executive Director

Garfield County Public Library District

Claims for Board Approval

June 16 through July 15, 2024

Date	Num	Name	Memo	Amount
10010 - Alpine Bank- Gen(..7072)				
06/17/2024	Eft	ImageNet Consulting - fka D...	May copier lease	(1,161.66)
06/17/2024	Eft	City of Glenwood Springs	GW electricity	(813.40)
06/17/2024	Eft	Town of Silt	water / sewer	(229.19)
06/17/2024	Eft	ImageNet Consulting - fka D...	June copier lease	(1,161.66)
06/17/2024	Eft	ImageNet Consulting LLC	Copier copies	(1,229.27)
06/26/2024	Eft	Waste Management	RI CA NC trash / recycling	(425.39)
06/26/2024	Eft	WEX Bank	May vehicle fuel	(874.21)
06/26/2024	Eft	Windcave	Merchant fees	(30.00)
06/26/2024	Eft	Xcel Energy	NC PA RI SI CA electricity	(3,699.91)
06/26/2024	Eft	Alpine Bank	May c.c. pmt	(15,246.04)
06/27/2024	Eft	CRA	Retirement plan contributions	(9,001.11)
06/27/2024	Eft	CRA	Retirement plan contributions	(5,225.32)
06/28/2024	26630	A Clean Break, LLC	RI SI NC June cleaning	(6,700.00)
06/28/2024	26631	Ann Lincoln Entertainment L...	Kid's events	(2,100.00)
06/28/2024	26632	Anvil Points Upholstery & Ca...	SI carpets and furniture	(2,594.00)
06/28/2024	26633	Aspen Maintenance Supply ...	Janitorial supplies	(708.30)
06/28/2024	26634	Baker, Karina	Mileage reimb	(155.44)
06/28/2024	26635	Best Version Media, LLC	Print and digital ads	(1,618.20)
06/28/2024	26636	Cardiff Cleaning Service	CA GW cleaning	(4,557.00)
06/28/2024	26637	Cedar Networks	Broadband	(2,388.00)
06/28/2024	26638	Cengage Learning Inc / Gale	Library materials	(40.30)
06/28/2024	26639	Chulainn Publishing Corp.	Library materials	(871.41)
06/28/2024	26640	Citadel Security Group, LLC	RI GW security service	(8,912.15)
06/28/2024	26641	Colorado Library Consortium	EBSCO Public Library Package renewal	(7,252.69)
06/28/2024	26642	Cox, Kelley	Local artists coloring books	(136.00)
06/28/2024	26643	Demco	Processing supplies/easels	(747.12)
06/28/2024	26644	ECOS Environmental & Disa...	GW bio hazard remediation	(250.00)
06/28/2024	26645	Fregoso, Amaranda	Sp Bookfair travel & mileage reimb	(1,057.48)
06/28/2024	26646	Garcia-Bernal, Alejandro	Sp Bookfair travel & mileage reimb	(1,041.40)
06/28/2024	26647	H Valley Moving LLC	GW move bookshelves	(2,200.00)
06/28/2024	26648	Hollingsworth, Erin	mileage reimb	(44.22)
06/28/2024	26649	Ingram Library Services	Library materials	(24,259.62)
06/28/2024	26650	JanWay Company USA, Inc.	Promo pencils	(819.27)
06/28/2024	26651	Jo-Ann Stores, LLC	Creativebug enterprise renewal	(1,525.00)
06/28/2024	26652	Larson, James	Education assistance	(3,691.90)
06/28/2024	26653	Lectorum Publications, Inc.	Library materials	(441.43)
06/28/2024	26654	Mathias, Deborah	Reimb courier gloves	(21.60)
06/28/2024	26655	Midwest Tape	Library materials	(2,210.43)
06/28/2024	26656	Muse, Shannon	Art repair	(40.00)
06/28/2024	26657	OverDrive	Library eMaterials	(1,198.54)
06/28/2024	26658	Peterson, Jess	Mileage reimb	(67.00)
06/28/2024	26659	Pinyon Mesa Automatic Serv...	NC automatic door repairs	(1,388.28)
06/28/2024	26660	Reliance Standard	July disability insurance	(898.91)
06/28/2024	26661	Reyelts, Sierra	Education assistance	(1,575.00)
06/28/2024	26662	Springshare LLC	LibCal 50 spaces upgrade	(658.00)
06/28/2024	26663	Suarez, Dulce Andrea	Spanish translation service	(236.25)
06/28/2024	26664	Tillotson, Elizabeth	Mileage reimb	(55.62)
06/28/2024	26665	Toranza-Viera, Ana Yanina	Spanish immersion course - winter/spri...	(10,800.00)
06/28/2024	26666	Transparent Information Ser...	Background checks	(656.45)
06/28/2024	26667	Tsukamoto, Hiroya	Concert performances	(1,000.00)
06/28/2024	26668	Uline	Desk, partition and chair	(1,798.08)
06/28/2024	26669	Unique Management Service...	May collections service	(99.50)
06/28/2024	26670	Vail, Sarah	Education assistance	(1,155.50)
06/28/2024	26671	Western Paper Distributors	PA janitorial supplies	(359.15)
06/28/2024	26672	Willis Towers/CEBT	July health insurance	(45,619.59)
06/28/2024	Eft	CenturyLink	Fire alarm and elevator telephone	(407.30)
06/28/2024	Eft	City of Rifle	RI water / sewer	(172.97)
06/28/2024	Eft	Town of New Castle	water / sewer	(228.31)
07/01/2024	EFt	Black Hills Energy	GW and CA gas	(372.10)
07/01/2024	Eft	Tiger, Inc.	Gas delivery	(646.11)
07/01/2024	Eft	Town of Carbondale	water / sewer	(109.80)
07/01/2024	Eft	Alpine Bank- CC	July merchant fees	(224.80)
07/04/2024	Eft	Mountain Waste & Recycling	SI trash and recycling	(107.88)
07/08/2024	Eft	Verizon Wireless	Cell phones, hotspots, filtering service,...	(8,528.22)
07/10/2024	Eft	Colorado Dept of Revenue-S...	2Q sales tax	(869.66)
07/10/2024	Eft	City of RI- Sales Tax	2Q sales tax	(108.59)
07/10/2024	Eft	City of GL- Sales Tax	2Q sales tax	(104.99)

Garfield County Public Library District

Claims for Board Approval

June 16 through July 15, 2024

Date	Num	Name	Memo	Amount
07/15/2024	26673	625-Water(9283)	RI staff water	(99.50)
07/15/2024	26674	AFLAC	July supplemental insurance	(107.70)
07/15/2024	26675	All Around Property Mainten...	PA CA landscape maintenance	(1,794.28)
07/15/2024	26676	AlwaysMountainTime LLC	Radio ads	(500.00)
07/15/2024	26677	American Janitor LLC	PA cleaning	(1,096.00)
07/15/2024	26678	Anderson, Patti	Mileage reimb	(73.70)
07/15/2024	26679	Aspen Dance Connection	Summer reading performances	(8,956.00)
07/15/2024	26680	Aspen Maintenance Supply ...	Janitorial supplies	(433.50)
07/15/2024	26681	Benson, Kim	Mileage reimb	(65.06)
07/15/2024	26682	Bullen, Myles	Music teen program	(4,050.00)
07/15/2024	26683	Citadel Security Group, LLC	RI GW security service	(8,900.89)
07/15/2024	26684	Colorado Association of Libr...	Trustee track sponsorship	(1,000.00)
07/15/2024	26685	Colorado Library Consortium	PITS hosting fee annual	(1,949.70)
07/15/2024	26686	Cooper Commons Condo As...	3/4 2024 assessment GW	(14,573.43)
07/15/2024	26687	Cura HR, LLC	HR Training and development / DiSC	(1,762.00)
07/15/2024	26688	Current Solutions	Verkada fisheye camera RI	(1,516.25)
07/15/2024	26689	Demco	Processing and display supplies	(398.40)
07/15/2024	26690	English in Action	ESL books	(278.50)
07/15/2024	26691	EverGreen ZeroWaste	CA compost service	(70.00)
07/15/2024	26692	Garcia-Bernal, Alejandro	Mileage reimb	(134.00)
07/15/2024	26693	Ingram Library Services	Library materials	(4,749.01)
07/15/2024	26694	Kallassy, Tracy	Exp reimb	(28.12)
07/15/2024	26695	Korah, Abraham	ALA exp reimb	(594.99)
07/15/2024	26696	Larson, James	Mileage reimb	(103.18)
07/15/2024	26697	Marmot Library Network, Inc.	3Q IT support	(66,172.75)
07/15/2024	26698	Mathias, Deborah	Courier mileage reimb	(593.62)
07/15/2024	26699	Meredith-Orr, Suzanne	Exp reimb	(27.47)
07/15/2024	26700	Midwest Tape	Library materials and hoopla	(9,337.83)
07/15/2024	26701	Moseley, William R.	Acts in the stacks	(800.00)
07/15/2024	26702	Mountain Pest Control, Inc.	June spraying	(362.00)
07/15/2024	26703	Mr Kneel LLC	Summer reading performer	(3,000.00)
07/15/2024	26704	Ochoa, Tamara	ALA exp reimb	(364.36)
07/15/2024	26705	OCLC	Annual ILL and cataloging service	(3,741.71)
07/15/2024	26706	OverDrive	Library eMaterials	(5,551.37)
07/15/2024	26707	Parker, William Augustine	Kids' interactive concert	(4,050.00)
07/15/2024	26708	Pye Barker Fire & Safety, LLC	CA fire alarm monitoring	(432.00)
07/15/2024	26709	Red Electronic Systems	Final payment on smart door counters	(5,910.10)
07/15/2024	26710	Seter, Vander Wall & Mielke,...	Legal services	(1,762.00)
07/15/2024	26711	The Rolling Fork	Summer picnic catering	(2,555.00)
07/15/2024	26712	Tonozzi, Amy	CALLI registration	(300.00)
07/15/2024	26713	Town of Parachute	water / sewer / trash	(667.25)
07/15/2024	26714	Transparent Information Ser...	Background checks	(296.15)
07/15/2024	26715	Unique Management Service...	June collections service	(149.25)
07/15/2024	26716	Universal Mechanical Servic...	RI HVAC repair	(722.00)
07/15/2024	26717	Zimmermann, Robert	Mileage reimb	(338.42)
07/15/2024	26718	Governmentjobs.com, Inc D...	NEOGO perform renewal 6/30/24-06/...	(15,266.00)
07/15/2024	26719	Hinge Architects, Ltd.	SI awning structure	(1,012.50)
Total 10010 · Alpine Bank- Gen(..7072)				(371,572.71)
TOTAL				(371,572.71)

Garfield County Public Library District Reconciliation Detail

20510 · Alpine Bank Purchase Card, Period Ending 06/30/2024

Type	Date	Num	Memo	Clr	Amount	Balance
Beginning Balance						15,246.04
Cleared Transactions						
Charges and Cash Advances - 92 items						
Credit Card Char...	06/01/2024	SSSwiftComm	Job posting	X	(415.50)	(415.50)
Credit Card Char...	06/01/2024	GWWalmart	Supplies for summer reading kickoff	X	(231.71)	(647.21)
Credit Card Char...	06/01/2024	GWWalmart	Summer movies for kids	X	(110.24)	(757.45)
Credit Card Char...	06/01/2024	CA711CityMk	SRC refreshments	X	(83.06)	(840.51)
Credit Card Char...	06/01/2024	SSSDA	SDA regional workshop	X	(40.00)	(880.51)
Credit Card Char...	06/01/2024	RIUtutyFrut	Home buying class refreshments	X	(36.38)	(916.89)
Credit Card Char...	06/01/2024	RICityMkt	SRC kickoff refreshments / Staff refr...	X	(31.92)	(948.81)
Credit Card Char...	06/03/2024	SSCALCON	CALCON lodging	X	(317.76)	(1,266.57)
Credit Card Char...	06/03/2024	SSHollyInn	Presenter lodging	X	(214.00)	(1,480.57)
Credit Card Char...	06/03/2024	SSAmButton	Button making supplies	X	(116.96)	(1,597.53)
Credit Card Char...	06/03/2024	PAWalmart	Little library supplies	X	(49.53)	(1,647.06)
Credit Card Char...	06/03/2024	PAGrVlyMerc	SRC prizes	X	(25.00)	(1,672.06)
Credit Card Char...	06/03/2024	PABrkhouse	SRC prizes	X	(25.00)	(1,697.06)
Credit Card Char...	06/03/2024	PALowes	Little library supplies	X	(18.63)	(1,715.69)
Credit Card Char...	06/04/2024	SSALA	ALA membership renewal	X	(247.00)	(1,962.69)
Credit Card Char...	06/04/2024	NCGWChamber	SRC prizes	X	(204.00)	(2,166.69)
Credit Card Char...	06/04/2024	GWWalmart	SRC prizes and toys	X	(126.44)	(2,293.13)
Credit Card Char...	06/04/2024	RIWalmart	Spice of the month / HDMI cable / la...	X	(78.40)	(2,371.53)
Credit Card Char...	06/04/2024	SSTechSoup	Adobe acrobat pro 2020	X	(65.00)	(2,436.53)
Credit Card Char...	06/04/2024	SSWalmart	Canopy weights	X	(11.33)	(2,447.86)
Credit Card Char...	06/05/2024	SSBasaltInn	Aspen ideas festival lodging	X	(666.00)	(3,113.86)
Credit Card Char...	06/05/2024	SSVuHeart	Mascot costumes	X	(653.31)	(3,767.17)
Credit Card Char...	06/05/2024	PACALCON	CALCON registration	X	(382.00)	(4,149.17)
Credit Card Char...	06/05/2024	SSALA	ALA collection development training	X	(239.00)	(4,388.17)
Credit Card Char...	06/06/2024	SSCityMkt	Board meeting refreshments	X	(56.78)	(4,444.95)
Credit Card Char...	06/07/2024	SSUSPS	Monthly ill postage	X	(144.19)	(4,589.14)
Credit Card Char...	06/07/2024	MMVlyLumber	Extension cord and hand saw	X	(123.97)	(4,713.11)
Credit Card Char...	06/07/2024	SIWalmart	Loteria prizes / SRC supplies / Air fre...	X	(119.57)	(4,832.68)
Credit Card Char...	06/07/2024	MMLowes	Laser distance measurer	X	(99.98)	(4,932.66)
Credit Card Char...	06/07/2024	MMWalmart	Headphones and keyboard	X	(77.73)	(5,010.39)
Credit Card Char...	06/07/2024	MMWalmart	Tree trimmers and trash bags	X	(53.99)	(5,064.38)
Credit Card Char...	06/07/2024	RICaptiDeli	SRC prizes	X	(52.00)	(5,116.38)
Credit Card Char...	06/07/2024	RIThaiChili	SRC prizes	X	(50.00)	(5,166.38)
Credit Card Char...	06/07/2024	RIBrkhsePiz	SRC prizes	X	(50.00)	(5,216.38)
Credit Card Char...	06/07/2024	MMUSPS	Postage to return door lantern	X	(36.25)	(5,252.63)
Credit Card Char...	06/07/2024	CACricut	Cricut subscription	X	(10.61)	(5,263.24)
Credit Card Char...	06/10/2024	RIWhisPig	SRC prizes	X	(49.04)	(5,312.28)
Credit Card Char...	06/11/2024	GWGWchamber	SRC prizes	X	(204.00)	(5,516.28)
Credit Card Char...	06/11/2024	CAWhtrvrBks	SRC Prizes	X	(200.00)	(5,716.28)
Credit Card Char...	06/11/2024	RICityMkt	Blood drive refreshments	X	(70.73)	(5,787.01)
Credit Card Char...	06/11/2024	RI2Adobe	Adobe creative cloud and stock	X	(59.98)	(5,846.99)
Credit Card Char...	06/11/2024	GWCityMkt	Wonderful Wednesday refreshments	X	(42.61)	(5,889.60)
Credit Card Char...	06/11/2024	SSAdobe	Adobe creative cloud	X	(34.99)	(5,924.59)
Credit Card Char...	06/12/2024	NCWalmart	Del/spanish refreshments/staff moral...	X	(98.77)	(6,023.36)
Credit Card Char...	06/12/2024	GWWalmart	SRC prizes and storage bins / water ...	X	(94.06)	(6,117.42)
Credit Card Char...	06/12/2024	SSDenverPos	Newspaper digital renewal	X	(89.96)	(6,207.38)
Credit Card Char...	06/12/2024	SIMinerClai	SRC prizes	X	(85.00)	(6,292.38)
Credit Card Char...	06/12/2024	SIWhimWagon	SRC prizes	X	(75.00)	(6,367.38)
Credit Card Char...	06/12/2024	NCUSPS	Postage stamps	X	(68.00)	(6,435.38)
Credit Card Char...	06/12/2024	SIJimmyJohn	Refreshments for staff	X	(62.77)	(6,498.15)
Credit Card Char...	06/12/2024	NCCityMkt	Del/spanish refreshments	X	(44.75)	(6,542.90)
Credit Card Char...	06/13/2024	SSWineCntry	Lodging for MUG	X	(310.00)	(6,852.90)
Credit Card Char...	06/14/2024	RIWalmart	Anime club / madness monday refre...	X	(74.88)	(6,927.78)
Credit Card Char...	06/14/2024	SI\$General	Refreshments for rocket launch	X	(10.35)	(6,938.13)
Credit Card Char...	06/15/2024	GWLowe's	Plants for plaza	X	(117.82)	(7,055.95)
Credit Card Char...	06/15/2024	SIShmrkFood	SRC ice cream social supplies	X	(49.43)	(7,105.38)
Credit Card Char...	06/15/2024	NCCityMkt	Taylor Swift party refreshments	X	(35.28)	(7,140.66)
Bill Pmt -CCard	06/17/2024	SSCocpa	CPA membership	X	(429.00)	(7,569.66)
Credit Card Char...	06/17/2024	SS2LazyBear	E.D. / Board development	X	(40.61)	(7,610.27)
Credit Card Char...	06/18/2024	SSNewmind	Google workspace	X	(318.36)	(7,928.63)
Credit Card Char...	06/18/2024	PAWalmart	SPARK refreshments	X	(37.61)	(7,966.24)
Credit Card Char...	06/18/2024	RIWalmart	Storage bins	X	(35.42)	(8,001.66)
Credit Card Char...	06/18/2024	SIWalmart	Silt unsolved slueths refreshments	X	(34.16)	(8,035.82)
Credit Card Char...	06/18/2024	PAFamily\$	Storytime supplies	X	(5.00)	(8,040.82)
Credit Card Char...	06/19/2024	SSGFOA	GFOA renewal	X	(160.00)	(8,200.82)

Garfield County Public Library District Reconciliation Detail

20510 · Alpine Bank Purchase Card, Period Ending 06/30/2024

Type	Date	Num	Memo	Clr	Amount	Balance	
Credit Card Char...	06/19/2024	GWWalmart	Supplies for SPARK and SRC	X	(81.43)	(8,282.25)	
Credit Card Char...	06/20/2024	RI2HDayInn	Lodging for presenter	X	(321.00)	(8,603.25)	
Credit Card Char...	06/21/2024	MMCanter	Chair dolly	X	(376.78)	(8,980.03)	
Credit Card Char...	06/21/2024	GWBoardFox	Magic the gathering supplies	X	(310.96)	(9,290.99)	
Credit Card Char...	06/21/2024	SS2CALCON	CALCON registration	X	(262.20)	(9,553.19)	
Credit Card Char...	06/21/2024	SSCAL	CAL membership renewal	X	(120.00)	(9,673.19)	
Credit Card Char...	06/23/2024	SSAdobe	Adobe acrobat pro	X	(16.99)	(9,690.18)	
Credit Card Char...	06/24/2024	NCCALCON	CALCON registration	X	(594.20)	(10,284.38)	
Credit Card Char...	06/24/2024	GWCALCON	CALCON registration	X	(354.20)	(10,638.58)	
Credit Card Char...	06/24/2024	SSCALCON	CALCON registration	X	(262.20)	(10,900.78)	
Credit Card Char...	06/24/2024	GWUSPS	Postage stamps	X	(68.00)	(10,968.78)	
Credit Card Char...	06/24/2024	PACoffeShk	SRC prizes	X	(26.91)	(10,995.69)	
Credit Card Char...	06/25/2024	PACALCON	CALCON registration	X	(332.00)	(11,327.69)	
Credit Card Char...	06/25/2024	NCCAL	CAL membership	X	(120.00)	(11,447.69)	
Credit Card Char...	06/25/2024	SIWalmart	Refreshments for staff	X	(73.68)	(11,521.37)	
Credit Card Char...	06/25/2024	SIRkyMtnLiq	Bike there refreshments	X	(32.72)	(11,554.09)	
Credit Card Char...	06/26/2024	SSGFOA	Intro to governmental accounting	X	(85.00)	(11,639.09)	
Credit Card Char...	06/26/2024	RICityMkt	SRC / staff refreshments	X	(17.96)	(11,657.05)	
Credit Card Char...	06/27/2024	SSHoteIndi	ALA conference lodging	X	(4,885.35)	(16,542.40)	
Credit Card Char...	06/27/2024	CACityMkt	SRC supplies for ice cream social	X	(131.75)	(16,674.15)	
Credit Card Char...	06/27/2024	GWWalmart	Refreshments for kids and teen prog...	X	(107.32)	(16,781.47)	
Credit Card Char...	06/27/2024	GWDominos	Dungeons and dragons refreshments	X	(77.72)	(16,859.19)	
Credit Card Char...	06/27/2024	CASwtColoDo	Refreshments for author visit	X	(72.96)	(16,932.15)	
Credit Card Char...	06/27/2024	GWUnclPizza	Dungeons and dragons refreshments	X	(30.84)	(16,962.99)	
Credit Card Char...	06/28/2024	RIUttyFru	Compra de Vivienda 101 refreshments	X	(30.00)	(16,992.99)	
Credit Card Char...	06/29/2024	PAClark's	SRC ice cream social supplies	X	(61.77)	(17,054.76)	
Credit Card Char...	06/29/2024	CABnfrCoff	Refreshments for author visit	X	(45.00)	(17,099.76)	
Total Charges and Cash Advances						(17,099.76)	(17,099.76)
Payments and Credits - 1 item							
Check	06/26/2024	Eft	May c.c. pmt	X	15,246.04	15,246.04	
Total Cleared Transactions						(1,853.72)	(1,853.72)
Cleared Balance						1,853.72	17,099.76
Register Balance as of 06/30/2024						1,853.72	17,099.76
Ending Balance						1,853.72	17,099.76

Request for Reconsideration Policy

Policy	<p>The Garfield County Public Library District staff and Board support intellectual freedom and subscribe to the American Library Association’s <i>Library Bill of Rights</i> and its statements on <i>Freedom to Read</i> and <i>Freedom to View</i> and the District’s Collection Management Policy. Further, in accordance with Colorado Revised Statute 24-90-122 (2) (i): “A public library shall prohibit discrimination based on age, background, political or religious views, origin, disability, race, color, sex, sexual orientation, gender identity, gender expression, marital status, national origin, or ancestry in the selection, retention, display, use, or reconsideration of library resources and public meeting spaces.”</p> <p>The library is committed to supporting parents and guardians in guiding children in the use of library resources through collections, displays, reading lists, web resources, and staff recommendations. Responsibility for children’s use of library resources ultimately rests with parents, guardians, or caregivers, and only for their own children.</p> <p>Residents may express their First Amendment rights by submitting a written Request for Reconsideration form challenging library resources. The resource will be thoughtfully reviewed by library staff. The Executive Director will inform the requester in writing of a decision regarding the resources’ disposition. This may be appealed to the Library Board of Trustees as described in Procedures below.</p>
Effective Date	
Responsibility	Executive Director
Procedures	<p>Guidelines</p> <ol style="list-style-type: none"> 1. The person submitting the request for reconsideration must be a Garfield County resident. 2. The person submitting the request must have read or viewed the entire item or resource. 3. Any Garfield County resident may submit up to three requests for reconsideration annually. 4. Only three requests at a time will be processed through the reconsideration process. 5. All requests will be addressed in the order in which they were submitted. 6. A resource, display or program may only be subject to reconsideration once within two years unless the content has undergone major revisions or at the discretion of the library director. <p>Request for Reconsideration procedures</p> <ol style="list-style-type: none"> 1. Patrons communicate their concerns about a library resource, display or program to a staff member. If the staff member is unable to provide a suitable service alternative, the patron will be offered a Request for Reconsideration form. Only those resources for which a written request for reconsideration has been submitted will be reviewed. Resources challenged at public meetings or in other public venues do not constitute Requests for Reconsideration under this policy. 2. The Executive Director or designee will review library records to ensure that the subject of the patron’s concern is qualified under the Request for Reconsideration guidelines above. 3. The Executive Director will assemble a review committee consisting of at least two library staff with responsibility for resource selection or presentation. The committee will review

	<p>the item in its entirety, consult relevant library policies, and make a recommendation to the Executive Director regarding the resource’s disposition.</p> <p>4. The Executive Director will communicate in writing the decision regarding the resource to the patron within 45 days of the Request for Reconsideration’s receipt. The written request for reconsideration and written response will be included in the monthly board packet after the decision is made and will state reasons for the decision.</p> <p>The appeal process</p> <p>Should requesters wish to appeal the committee's decision, they may make a final appeal in writing directly to the Board of Trustees citing the reasons they dispute the decision. Within sixty (60) days of receiving the final written appeal, the Board will schedule and conduct a public meeting in order to reach a final decision. This decision, and its reasoning, shall be reflected in the library’s regular minutes.</p>	
Supporting Documentation	<ul style="list-style-type: none"> ● ALA Library Bill of Rights ● ALA Freedom to Read ● Collection Management Policy ● Request for Reconsideration form 	
Reviewed by & Approved by / Date	First reading: July 11, 2024 Approved	Date: August 1, 2024

Garfield County Public Library District

Request for Reconsideration of Library Resources Form

Date submitted: __/__/__ Date received: __/__/__ Staff receiving: _____ Branch: _____

1. I attest that I am a resident of Garfield County. Yes No

2. I attest that I have read or examined this entire resource. Yes No
(For digital resources or websites, the context may be constrained to an entire article or document. For a display or program, the entire display or program should be considered.)

3. This library resource is a:
 Book Digital resource Library Website Periodical Video Audiobook Display Program
 Other _____

4. What is the title of the library resource you would like reviewed?

5. Who is the author or creator of this library resource?

6. What concerns you about this resource? Please be as specific as possible.

7. What do you believe is the central theme of this material taken as a whole?

8. Are there other *specific* materials, programs, or exhibits you might recommend to balance or broaden the scope of library collections, programs and exhibits covering the topic of your concern?

9. Do you have any additional comments? (Use back of this form if necessary)

10. Full Name: _____

11. Address: _____

12. Phone number: _____ 13. Email: _____

14. Who are you representing? Self An organization

15. If an organization, what is its name and contact information?

16. Signature of resident: _____

Thank you for taking the time to share your concerns. You will receive a decision concerning the resource within 45 business days from the receipt of the completed form. Please submit the form to: Executive Director, Garfield County Public Library District, 207 East Avenue, Rifle, CO 81650

Library Bill of Rights

Policy	<p>The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.</p> <ol style="list-style-type: none"> i. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation. ii. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval. iii. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment. iv. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas. v. A person’s right to use a library should not be denied or abridged because of origin, age, background, or views. vi. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use. vii. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people’s privacy, safeguarding all library use data, including personally identifiable information. 	
Effective Date	August 2, 2024	
Responsibility	Executive Director, all staff	
Procedures		
Supporting Documentation	<ul style="list-style-type: none"> ● Request for Reconsideration policy ● Collection policy 	
Reviewed by & Approved by / Date	<p>Approved (absent vii) in 2016 Updated to reflect 2019 VII Article on privacy</p>	Date: August 1, 2024

Vendor Update and Vendor Management Policy

Policy	<p>1. Introduction</p> <p>Garfield County Public Library District (GCPLD) recognizes the critical importance of maintaining accurate and up-to-date vendor information for the successful operation of our business. This Vendor Update and Vendor Management Policy outlines the procedures and steps that must be followed to ensure that any updates to vendor information are legitimate and accurate. This policy applies to all employees, contractors, and any other personnel involved in vendor management.</p> <p>2. Purpose</p> <p>The purpose of this policy is to establish a standardized and secure process for verifying and updating vendor information to prevent errors, fraud, or any other unauthorized changes that may have a detrimental impact on the company's operations and reputation.</p>
Effective Date	August 1, 2024
Responsibility	Chief Financial Officer
Procedures	<p>3. Vendor Information Update Process</p> <p>3.1. Vendor Initiated Updates</p> <p>Vendors are encouraged to initiate updates to their information by submitting the necessary documentation to the designated GCPLD vendor management contact. To ensure that these updates are legitimate and accurate, the following steps will be taken:</p> <ul style="list-style-type: none"> a. Verification of Vendor Identity: The vendor's identity will be verified through the review of official identification documents, tax identification numbers, and any other relevant documentation. Do not rely on E-mail to confirm changes to vendor information. b. Confirmation of Request: The vendor management contact will confirm the request with the known primary contact at the vendor's organization. c. Review of Supporting Documentation: Supporting documentation, such as updated tax forms, business licenses, or certificates, will be reviewed for accuracy and authenticity. d. Confirmation of Updates: Once the updates have been verified, the vendor management contact will confirm the changes and update the vendor's information in the company's records. <p>3.2. GCPLD Initiated Updates</p> <p>In cases where GCPLD identifies discrepancies or inconsistencies in vendor information, the following steps will be taken to validate and update the information:</p> <ul style="list-style-type: none"> a. Cross-Verification: Vendor information will be cross-verified with external databases, government records, and other reliable sources.

	<p>b. Communication with Vendor: GCPLD will notify the vendor of the discrepancies or changes required and request the necessary documentation to validate and update the information, preferably through a known telephone number.</p> <p>c. Vendor Response and Documentation: The vendor will be asked to provide the requested documentation, which will then be reviewed for authenticity and accuracy.</p> <p>d. Update Confirmation: Once the updated information is verified, the vendor's information in the company's records will be updated.</p> <p>4. Vendor Management Responsibility</p> <p>All employees involved in vendor management have a responsibility to ensure that the vendor information update process is carried out in compliance with this policy. Have a supervisor review all vendor changes. Failure to follow the established procedures may result in disciplinary action.</p> <p>5. Record Keeping</p> <p>Accurate records of all vendor information updates will be maintained for a minimum of 6 years + current and should be readily accessible for internal and external audit purposes.</p> <p>6. Training</p> <p>GCPLD will provide annual training to employees responsible for vendor management, ensuring they understand and follow the policies and procedures outlined in this document.</p> <p>7. Compliance</p> <p>Non-compliance with this Vendor Update and Vendor Management Policy may result in consequences, up to and including termination, as outlined in the company's Code of Conduct.</p> <p>8. Review and Revision</p> <p>This policy will be reviewed annually and updated as necessary to ensure it remains current and effective.</p> <p>By adhering to this Vendor Update and Vendor Management Policy, Garfield County Public Library District aims to maintain the integrity of vendor information, protect against fraud and errors, and enhance overall vendor management processes. The company encourages open communication with vendors to ensure that accurate and updated information is maintained.</p>	
Supporting Documentation	<ul style="list-style-type: none"> Financial Management Plan 	
Reviewed by & Approved by / Date	APPROVED:	Date:

Management Report –July 2024

Jamie LaRue, Executive Director

Financial goal: cashless

Over the past several years we've come to realize that we sometimes spend more money collecting cash than we gain. While we have eliminated fines, we still charge for printing, book sales, lost or damaged materials, and the occasional small item (ear pods and USB drives). All these transactions require secure cash drawers, making change, counting the money at night, and making deposits. These fees also tie staff to cash registers instead of allowing them to roam through the building helping people. Finally, cash in the library presents a risk of theft. After presenting our goal (cashless in 2024!) to branch staff, they made several proposals to whittle down or eliminate these transactions. Among these will be to allow a certain number of free printed pages a day, and to put out donations lock box for sales. Beyond that, our new self-check kiosks will have a credit card payment option, as does our website. Kevin is following up with our auditors about the donations box. While specific fees aren't the purview of the board, I did want to give our Trustees a heads up: we're not a retail environment, and most of our fees now fall into the cost of doing business. In other ways, we're encouraging people to use credit cards. We may do some experiments in this to make sure we can implement the changes without too much disruption or patron inconvenience. Please let me know if you have any questions or concerns.

Unintended consequences to book banning.

This [article](#) from researchers at Carnegie Mellon University states, "In the United States, amid increasing political polarization, book banning has grown in prevalence. A new study using a large-scale data set of U.S. library book circulations evaluated the impact of book bans on demand for banned books. The study found that circulations of books rose after being banned, banning a book in one state leads to increases in circulation of that book in states that did not ban the book, and bans that are transformed into political issues boost donations to Republican candidates." In other words, many books banning challenges are purely political; they do not reduce the influence or message of the targeted item.

Vaudeville Ghost Walk

I sit on the board of the Glenwood Springs Historical Society. One of their fundraisers is Ghost Walk, a tour of the Linwood Cemetery where Doc Holliday is buried (although not where the gravestone is located). The tour features residents speaking as the now deceased members of the Glenwood Springs community. This year, on October 30, the Society will also be hosting for the first time a Ghost Walk at the Glenwood Springs Vaudeville Revue. I have been asked to play Doc Holliday! With my allergies lately I should be able to do a passable imitation of "consumption" (the tuberculosis that killed Holliday).

Bike to Workday

Attached is a letter from the Garfield Clean Energy folks. They consider our BikeThere! Garfield County 2024 “a huge success.” I have asked the people CLEER to present to the board at our September meeting in Carbondale. After a long hiatus, we rejoined this group in 2024. I’d like the board to hear more about their services.

Policy review

In our ongoing attempt to bring our policies up to date, I’ve attached our second reading of the revised request for reconsideration policy and form.

I’m also including an updated copy of the Library Bill of Rights. The board last adopted it in 2016. In 2019, an Article VII was added that called out the importance of patron privacy. Nothing else changes. This is a good time to refamiliarize the board with this foundational document.

Kevin Hettler, our Chief Financial officer, will offer the second reading of the Vendor Management Policy.

James Larson, our Marketing Director will be introducing a couple of new policies:

- Social Media
- External Sponsorships

Under Discussion items I’ll be presenting a suggestion paralleling our practice for staff. When we give them a Staff Handbook, we have them sign a form saying that they received the document and are obliged to follow it. Legal counsel had suggested that it would be appropriate to do the same thing for the board: a signature to say they have a copy of the bylaws (as of some date) and understand their responsibilities to adhere to them. This isn’t a policy change, just an administrative change to help us ensure a solid board orientation. During discussion, let me know if you have any questions or objections. This might also be a good time to review the bylaws for any other revisions.

See attachments:

- Request for reconsideration second reading.
- Vendor management policy second reading
- Social Media policy first reading.
- External Sponsors policy first reading.
- Board bylaws (original)



Jul 16, 2024

Jamie LaRue
Garfield County Library District
815 Cooper Ave.
Glenwood Springs, CO 81601

Dear Jamie,

Thank you for making BikeThere! Garfield County 2024 a huge success! With your help, we had fantastic participation across all six of the libraries, encouraged biking within our towns, and attracted new and seasoned bikers alike. We greatly appreciate your generosity.

Garfield County is a unique and beautiful place. Encouraging biking and bike culture is a way to preserve the beauty of our region, improve the health and well-being of our residents, and reduce traffic congestion in our towns. Your volunteer time and collaboration was an invaluable contribution to the success of the event and to our communities. We are so grateful for the time and energy you invested in BikeThere! Garfield County.

With gratitude,

The Garfield Clean Energy and CLEER BikeThere! Teams

Donation dated [DATE] in the amount of \$[AMOUNT].
CLEER is a 501(c)3, EIN: 20-0563392 and no goods or services were exchanged for your donation.
The full amount is tax-deductible.

CLEER: Clean Energy Economy for the Region
970-704-9200 • CleanEnergyEconomy.net
520 S Third St, Stes 7 & 17 • PO Box 428 • Carbondale, Colorado 81623



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GARFIELD COUNTY PUBLIC LIBRARY DISTRICT RESOLUTION

WHEREAS, the Board of the Garfield County Public Library District (GCPLD) having determined it to be in the best interest of the District to review and make certain amendments to the By-Laws of the Garfield Library District; and

WHEREAS, in accordance with Article XII of the By-Laws of GCPLD, amendments to the By-Laws may be adopted by a majority vote of the members of the Board present at a regular meeting subsequent to notification of all Board members of the proposed change.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

Article I Name

The name of this organization is the Garfield County Public Library District (GCPLD), with headquarters located at Rifle, Colorado. The District may conduct some or all of its business using the name "Garfield County Library System" or "Garfield County Libraries". The District is a political subdivision of the State of Colorado.

Article II Membership and Responsibilities

1. The management and control of the Garfield County Public Library District shall be vested in a board of seven trustees appointed by the Board of County Commissioners of Garfield County. Appointees to the GCPLD Board of Trustees shall be chosen from the residents within the legal service area of the library and recommended by the Board of Trustees of the District for the consideration of the Board of County Commissioners. Preferably, one Trustee be chosen from the geographic area of each area of each branch. However, in the event of an ongoing vacancy in one branch, a trustee from outside the geographic location may be appointed. The seventh Trustee shall be chosen at large. Trustee selection strives to represent the diverse elements of the County population.
2. Any new member of the Board shall be presented to the Garfield County Commissioners to affirm an appointment.
3. Each Trustee shall be appointed for a term of five (5) years. A Trustee may serve no more than two (2), five-year terms. However, if a Trustee first serves an unexpired partial term, the Trustee is still eligible to serve two (2) additional, three-year terms.
4. In accordance with C.R.S. 24-90-108(5), a GCPLD trustee may be removed by a majority vote of the Board of County Commissioners, but only upon a showing of good cause as defined in, but not limited to, the by-laws adopted by the Board. Good cause shall be defined as willful misconduct, refusal to obey an order of the presiding officer, or neglect of duty in office.
5. Acceptance of an appointment to a Trustee position assumes a commitment to attend all monthly meetings. All Trustees must contact the Executive Director and the Board president no later than the day before the scheduled meeting in order to determine if there will be a quorum. Failure to attend three meetings of the Board in any year without excuses from the presiding officer for each absence will

constitute neglect of duty. (See Meetings.)

6. Trustees serve without compensation. Necessary traveling and subsistence expenses incurred on behalf of the library may be paid from the GCPLD Library Foundation. Also, memberships in Library organizations and conferences can be paid under the guidelines of Board Policy.

7. The Board shall retain a qualified librarian as Executive Director who shall administer policies adopted by the Board, employ, direct and supervise staff members, prepare required reports, recommend policies and promote effective library service and otherwise serve at the Board direction.

8. Vacancies in Trustee positions shall be filled for the remainder of the unexpired term as soon as possible in the manner in which Trustees are regularly chosen.

Article III Officers and Duties

1. The Board of Trustees shall elect from its membership a President, a Vice-president, a Secretary, and Treasurer and other roles as the Board may deem necessary.

2. Officers are elected annually at the regular meeting of the Board in January and shall take office immediately. The officers shall be elected by a majority of the Board voting at said election.

3. The President shall sign either by manual, facsimile, or electronic signature any leases, deeds, mortgages, contracts, and other instruments that the Board has authorized or executed on behalf of District. In the absence of the President, the Vice-president shall chair the meeting. If the office of President should become vacant in the middle of a term, the Vice-president shall assume the duties of the President.

4. The Secretary shall be responsible for ensuring meeting minutes are available.

5. The Treasurer shall be a member of the Budget Committee. The Treasurer shall keep or cause to be kept strict and accurate accounts of all money received by and disbursed for and on behalf of District in permanent records.

Article IV Powers and Duties of the Board

The Board shall have all those duties and responsibilities authorized a public library district by the Colorado Revised Statutes 24-90-101, *et seq.* and any future revisions. All powers, privileges and duties vested in, or imposed upon, the Garfield County Public Library District by law shall be exercised and performed by and through the Board of Trustees, whether set forth specifically or implicitly in these By Laws. The Board may delegate to officers and employees of District any or all administrative and ministerial powers, such as the taking or transcribing minutes.

Without restricting the general powers conferred by law or these By Laws, it is hereby expressly declared that the Board of Trustees shall have the following powers and duties:

1. Adopt such bylaws, rules, and regulations for its own guidance and for the government of the library as it deems expedient. The bylaws shall include, but not be limited to, provisions for the definition of good cause to be applied in the removal of a trustee pursuant to section 24-90-108(5); designation of those officers to be appointed or elected and the manner of such appointment or election; rules and regulations for the conducting of meetings; rules for public participation in meetings; and procedures for amending the bylaws. The bylaws of a library district shall further provide for the length and number of terms of board members. A copy of the bylaws shall be filed with the legislative body of each participating governmental unit.
2. Have supervision, care and custody of all property of the library, including rooms or buildings constructed, leased or set apart therefore.
3. Employ a librarian as Executive Director and employ such other employees as may be necessary, prescribe his/her duties, and compensation.
4. Submit annually a budget as prescribed by law and certify to the Board of County Commissioners the sum necessary to maintain and operate during the ensuing year.
5. Adopt a budget and make appropriations for the ensuing fiscal year as set forth in part 1 of article 1 of title 29, C.R.S., and have exclusive control and spending authority over the disbursement of library funds as set forth in section 24-90-112(2)(a).
6. Accept such gifts of money or property as it deems appropriate for GCPLD.
7. Hold and acquire land by gift, lease or purchase GCPLD purposes.
8. Lease, purchase, or erect any appropriate building for GCPLD purposes and acquire such other property as may be needed.
9. Sell, assign, transfer, or convey any property of the library, whether real or personal, which may not be needed within the foreseeable future for any purpose authorized by law, upon such terms and conditions as it may approve, and lease any such property, pending sale thereof, under an agreement of lease, with or without an option to purchase the same. The Board, prior to the conveyance of such property, shall make a finding that the property may not be needed within the foreseeable future for library purposes, but no such finding shall be necessary if the property is sold or conveyed to a state agency or political subdivision of this state.
10. Borrow funds for library purposes by means of a contractual short-term loan when monies are not currently available but will be in the future. Such loan shall not exceed the amount of immediately anticipated revenues, and such loan shall be liquidated within six months.
11. Authorize the bonding of persons entrusted with library funds as required by statute and/or by agreement with Garfield County.
12. Conduct an annual audit of the financial statements of the district.

13. Hold title to property given to or for the use or benefit of the GCPLD, to be used according to the terms of the gift.
14. Do all other acts necessary for the orderly and efficient management and control of the library.
15. Have the authority to enter into contracts.
16. Receive the true and correct copies of all school district collective bargaining agreements submitted pursuant to the "Colorado School Collective Bargaining Agreement Sunshine Act", section 22-32-109.4, C.R.S., and create a repository for all of said current collective bargaining agreements at the library that is available to the public for inspection during regular business hours in a convenient and identified location.
17. Will be kept informed of all policy and operational implementation of internet safety for minors in the district's libraries.
18. Have the authority to request the Board of County Commissioners that an election be held to alter the maximum tax levied to support the library district pursuant to section 24-90-112(1)(b)(III).

Article V Funds of the Library

Pursuant to agreement with the Treasurer of Garfield County, the GCPLD shall be the custodian of the funds of the library, whether derived from taxation , gifts, etc. The funds shall only be used for library purposes.

Article VI Meetings

1. The regular physical or virtual meetings of the Board of Trustees shall be held monthly at a date and time determined by the Board at its annual January meeting. The set date and time and location for any meeting may change upon consensus of the Board. The Board will abide by all requirements of Colorado law regarding open meetings and notification. Notice of regular meetings shall be posted for all GCPLD websites, and at the Garfield County Clerk and Recorder's Offices/Website . All meetings of the Board, other than executive sessions, shall be open to the public and in compliance with state statutes.
2. Special meetings may be held at any time when called by the President or at the request of four members of the Board. All members must be notified at least seventy-two (72) hours in advance of a special meeting. In addition, notice of special meetings of the Board shall be posted in each library operated by the District and at the Garfield County Clerk and Recorder's offices. Only items on the announced agenda may be considered at a special meeting.
3. After three unexcused absences by a trustee in any year, the library Board will notify the appointing Board of Commissioners that the absences have occurred, and request that the Board of County Commissioners adopt a resolution declaring the position of the absentee trustee to be vacant.
4. Any action of the Board shall require the affirmative vote of a majority of the Directors present and

voting. A quorum of the Board consists of four members. All official business of the Board shall be transacted at a regular or special meeting at which a quorum of the Directors shall be present, except when special or emergency circumstances affecting the affairs of District and the health and safety of District residents so dictate , then those Directors available at the time may undertake whatever action is considered necessary and may so instruct District' s employees, such actions which shall later be subject to ratification by the Board.

5. The order of business for each regular meeting of the Board shall include the following, but not necessarily in the order listed:

- Call to Order
- Roll Call
- Minutes of the previous meeting
- Discussion
- Action
- Recognition of visitors and establishing time limits for presentations
- Financial Report-Claims for Board Approval and asset report
- Narratives from Administrative Team and Branch Managers
- Reports of Trustees and Committees
- Time and Place of Next Meeting
- Adjournment

6. Meetings of the Board of Trustees are recorded for the convenience of the recording secretary in transcribing minutes only and do not constitute the official record of Board meetings. Recordings are retained only until the official minutes have been approved at a subsequent meeting of the Board of Trustees. Persons wishing to review recordings of Board meetings may do so at the business office of the Garfield County Public Library District in accordance with the Colorado Open Records Act, C.R.S. 24-72-205. The Garfield County Public Library District does not provide facilities for duplicating recordings. Executive session minutes shall be kept separate from minutes of the regular session minute book and recordings and shall not be open to the public, except as provided by law. Executive session minutes shall be retained for ninety (90) days and then destroyed.

7. Any Board member' s potential conflict of interest shall be disclosed in accordance with Colorado law.

8. All official business of the Board shall be conducted at regular or special meetings. Executive Sessions may be called at regular or special meetings , and conducted according to the following guidelines:

- (a) Calling the Executive Session. The topic for discussion in the Executive Session shall be announced in a motion, and the specific statute that authorizes the Executive Session shall be cited. The matter to be discussed shall be described in as much detail as possible without compromising the purpose of being in Executive Session. An affirmative vote of two-thirds (2/3) of the quorum present shall be required to go into Executive Session.
- (b) Conducting the Executive Session. No formal action shall take place in an Executive

Session. The discussion in Executive Sessions shall be limited to the reasons for which the Executive Session was called. An electronic record of the actual contents of the discussion in the Executive Session, shall be used, and a record kept for ninety days, after which, if no Open Records Act request has been filed, they may be erased or destroyed.

Article VII Committees

1. The Board of Trustees may function as a committee of the whole without appointment of standing committees.
2. The Board may establish standing committees, which shall make regular reports. Membership on standing committees shall be for one year by appointment of the president.
3. Special committees may be authorized and appointed by the President for special, limited purposes and shall serve only until the completion of the assignment.
4. There shall be a permanent committee, known as the Budget Committee, composed of the Treasurer, a member of the Board appointed by the President, and the Executive Director, which shall be responsible for preparation of the annual budget of GCPLD and such other matters as may be assigned to it by the President or the Board

Article VIII Annual Reports

The Board of Trustees shall make a report to the state library in the form of a response to a survey to be designed and administered by the state library. The report shall contain such other statistics and information as may be required by the state library.

Article IX Parliamentary Authority

Robert's Rules of Order, latest revision (edition), shall govern the proceedings of the Board and of its committees to the extent applicable.

Article X Principal Office

The principal business office of District shall be at 207 East Avenue, Rifle, CO 81650, PO Box 832 Rifle CO 81650. The Board, by resolution, may from time to time, designate , locate and relocate its executive and business office and such other offices as, in its judgment

Article XII Amendments

1. Amendments to these by-laws or to any policy documents of the Board may be adopted by a majority vote of the members of the Board present at a regular meeting subsequent to notification of all Board members of the proposed change.
2. The date of adoption of the by-laws must be noted in the minutes of the meeting at which they were adopted as well as being noted on the instrument.

3. Amendments must be attached to the by-laws.

Adopted, by a majority vote of the members of the Board subsequent to notification of all Board members of the proposed changes, at its regular meeting, this 4th day of June 2020.

Garfield County Public Library District

Alice Bedard-Voorhees

Alice Bedard-Voorhees (Jun 26, 2020 12:39 MDT)

President

ATTEST:

Michelle R. Foster

Secretary

Exhibit A: Current GCPLD Board of Trustees

Alice Bedard-Voorhees, Glenwood Springs, for a term ending 12/31/21

Jocelyn Durrance, Carbondale, for a term ending 12/31/2024

Adrian Rippey-Sheehy, Silt, for a term ending 12/31/2023

Michelle Foster, Parachute, for a term ending 12/31/2020

Monica Miller, Rifle, for a term ending 12/31/2021

Landon Churchill, At Large, for a term ending 12/31/2020 (partial term)

GARFIELD COUNTY PUBLIC LIBRARY DISTRICT

Board of Trustees 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.

Mission, Vision, and Values

The mission of the Garfield County Public Library District, including its branches, is to connect our communities to a world of possibilities. To be a trusted and valued resource to everyone in our communities.

We ensure our libraries reflect our diverse communities and the world beyond. We foster connections and return value on our community's investment in us. We're here to help by providing tools and assistance for education and exploration. We provide exceptional staff, materials, services, and facilities. We encourage new ideas and an understanding of technology.

Policy Statement

Policy defines the value of an organization, and establishes standards of service. Policy also provides equitable treatment for all. Out of the numerous policies, this scope will define which policies are outdated and irrelevant.

Those policies that concord with the above mentioned will remain in effect.

Garfield County Public Library District has taken measures to review all policies and has identified the following:

- Adopting policies that are in line with Policy Statement
- Training all staff on sets of given policy procedures

Colorado Library Law

Colorado Library Law provides a legal framework for library operations and responsibilities. Staff, governing board, and agency attorneys who work with libraries should be familiar with the information contained in this document. This document can be obtained online at [HTTPS://WWW.CDE.STATE.CO.US/CDELIB/LIBRARYLAW/INDEX](https://www.cde.state.co.us/cdelib/librarylaw/index) or from Human Resources.

Social Media Policy

Policy	<p>The social media outlets (Facebook, Instagram, YouTube, and LinkedIn) supported by the Garfield County Public Library District (GCPLD) are intended to assist in fulfilling our mission of connecting people with materials and information. Social media is broadly defined as any web application, site or account created and maintained by GCPLD which allows users to share or obtain information.</p> <p>Library social software tools provide a limited (or designated) public forum to facilitate the sharing of ideas, opinions, and information about library-related subjects and issues. Library social media is intended to create a welcoming and inviting online space where library users will find useful and entertaining information and can interact with library staff and other library users.</p>
Effective Date	August __, 2024
Responsibility	Communications and Marketing Director
Procedures	<p>The content of our social media will be created by GCPLD staff. Much of the content will relate to libraries, books and other library related materials; as well as to library programs, events, photos and/or images, or special topics that the library is discussing or promoting. Positive interaction with community members will be promoted on our social media to foster an atmosphere of education and learning.</p> <p>Comments and postings from the public are allowed but will be reviewed by library staff for content appropriateness. Library staff reserves the right to delete comments that are inconsistent with the content created by the library staff. Staff may block the person who posts inconsistent comments or other material from posting any further information to the library’s social media sites. GCPLD is not responsible for the content posted by others on its social media platforms. User content is the opinion of the specific author and does not necessarily represent the opinions of the GCPLD</p> <p>The Library encourages patron participation on all of its social media platforms; however, we ask that users keep postings and comments appropriate for all audiences. Examples of inappropriate content include but are not limited to:</p> <ol style="list-style-type: none"> 1. Hate speech will not be tolerated. Posts containing racism, homophobia, sexism, or any other form of hate speech will be removed from the Library’s site. 2. Harassing comments or postings against library staff or other social media users. 3. Libelous statements. 4. Plagiarizing or posting copyrighted material without permission or authority from the copyright. 5. Private, personal information of another person without appropriate consent or authority. 6. Any personal information, photos or other media posted about persons under the age of 18 will be removed from our social media platforms. An exception is made for photos of library events posted by library staff where parental permission was given. 7. Comments, postings, and/or hyperlinks not related to the content created by the library staff. 8. Comments that share personal information, including addresses, phone numbers, social security numbers, etc.

	<p>9. Spam, solicitations, advertisements, political and commercial content will be removed</p> <p>10. Stay on topic. Comments and posts should be related to the issue or topic discussed.</p> <p>11. Photos, videos or other images that fall in any of the above categories.</p> <p>When representing GCPLD via social media, personnel shall:</p> <ol style="list-style-type: none"> 1. Always conduct themselves as representatives of GCPLD and, accordingly, adhere to all associated standards of conduct. 2. Identify her/himself as a member of GCPLD staff unless posting as the library itself. 3. Make no statements about patrons, or post, transmit, or otherwise disseminate confidential information in violation of the Library’s Privacy Policy. 4. Not represent postings as official Library policy, unless this has been clearly approved by the Library Director. 5. Not conduct political activities or private business. 6. Observe and abide by all copyright, trademark, and service mark restrictions in posting materials to electronic media. 7. Communicate with patrons, vendors and presenters primarily via email using official library email accounts. <p>The library does not collect, maintain or otherwise use the personal information stored on any third-party site in any way other than to communicate with users on that site, unless permission is granted by users.</p>	
Supporting Documentation		
Reviewed by & approved by / Date	Approved	Date: August __, 2024

Garfield County Public Library District Sponsorship of External Events Policy

Policy	<p>This policy establishes guidelines for the Garfield County Public Library District (GCPLD) regarding the sponsorship of external events. The goal is to ensure that sponsorships align with the library’s mission, values, and strategic objectives, while fostering positive community relationships and enhancing the visibility of the library within the community.</p> <p>This policy applies to all external event sponsorships considered by GCPLD, including monetary contributions, in-kind donations, and the provision of library resources or services.</p>
Effective Date	August ____ 2024
Responsibility	Communications and Marketing Director
Procedures	<p>GCPLD may sponsor external events that support the Library’s mission to provide access to information, promote literacy, and enrich the community. Sponsorship decisions will be made based on the potential benefit to the community, alignment with the library’s strategic goals, and available resources.</p> <p>GCPLD will enter sponsorships and collaborative partnerships determined to be in the Library’s best interest. Sponsorships and collaborative partnerships will be subject to the approval of the Executive Director or their designee.</p> <p>Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by participants.</p> <p>Criteria for Sponsorship When considering sponsorship of an external event, the following criteria will be evaluated:</p> <ol style="list-style-type: none"> 1. Alignment with Mission and Goals: The event must support GCPLD’s mission and strategic objectives. 2. Community Benefit: The event should offer significant benefits to the community, such as educational, cultural, or social enrichment. 3. Visibility and Recognition: The event should provide opportunities for GCPLD to be visibly recognized and acknowledged as a sponsor. 4. Equity and Inclusion: The event should promote inclusivity and be accessible to all members of the community. 5. Resource Availability: GCPLD must have the necessary financial, staffing, and material resources available to support the sponsorship. Sponsorship for one budget year does not obligate the library to provide sponsorship in subsequent years. 6. Reputation and Values: The event and its organizers must have a positive reputation and uphold values that are consistent with those of GCPLD. <p>Sponsorship Types GCPLD may provide different types of sponsorship, including but not limited to:</p>

	<ol style="list-style-type: none"> 1. Financial Sponsorship: Direct monetary contributions to support an event. 2. In-Kind Sponsorship: Donation of goods, services, or resources (e.g., providing meeting space, library materials, staff expertise). 3. Promotional Support: Use of library communication channels to promote the event (e.g., newsletters, social media, website). <p>Approval Process</p> <p>Application Submission: Event organizers must submit a sponsorship request form to GCPLD, providing details about the event, its objectives, target audience, and specific sponsorship needs.</p> <p>Review and Evaluation: The Library Director or designated staff will review the request against the established criteria and consult with relevant stakeholders as necessary.</p> <p>Decision Making: The final decision on sponsorship will be made by the Library Director or a designated committee, based on the evaluation and available resources.</p> <p>Notification: Event organizers will be notified of the decision in a timely manner.</p> <p>Conditions of Sponsorship</p> <p>Recognition: GCPLD must be acknowledged as a sponsor in event materials and promotions. External organizations or individuals partnering with the Library must coordinate marketing efforts with the Library.</p> <p>Compliance: Sponsored events must comply with all relevant laws, regulations, and library policies.</p> <p>Limitations</p> <p>GCPLD reserves the right to decline sponsorship requests that do not align with its mission, values, or strategic objectives. Additionally, GCPLD may withdraw sponsorship if the event or its organizers engage in activities that could negatively impact the library’s reputation or contradict its values.</p> <p>Review and Revision</p> <p>This policy will be reviewed periodically by the Library Board of Trustees to ensure it remains relevant and effective. Revisions may be made as necessary to address changing circumstances and community needs.</p>	
Supporting Documentation	<ul style="list-style-type: none"> ● {policies} ● {form or guidelines} 	
Reviewed by & Approved by / Date	Approved	Date: August 1, 2024

Financial / Treasurer Report, July 2024

By Kevin Hettler, Chief Financial Officer

The following charts depict all revenues received and expenditures made from 1/1/24 through 6/30/24 and are relative to their respective annual budgets (Unaudited).

Total revenues received as of 6/30/24 are \$12,700,496.

Total expenditures made as of 6/30/24 are \$4,383,195.

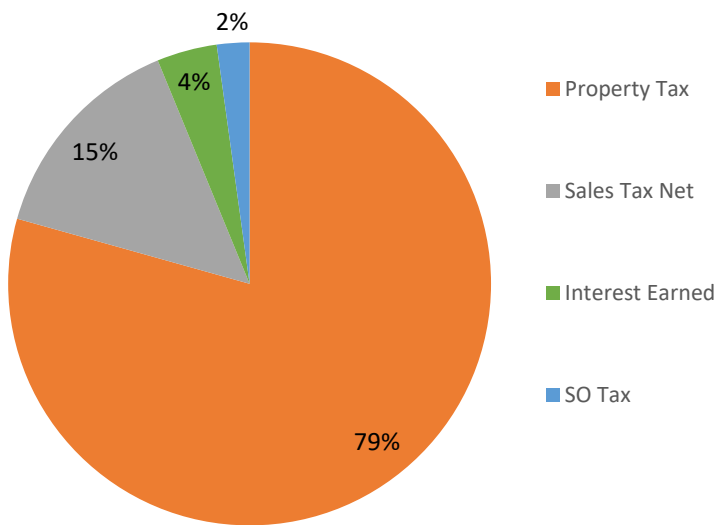
50% of the year has elapsed as of 6/30/24.

85% of budgeted revenue (\$14,839,872) has been received.

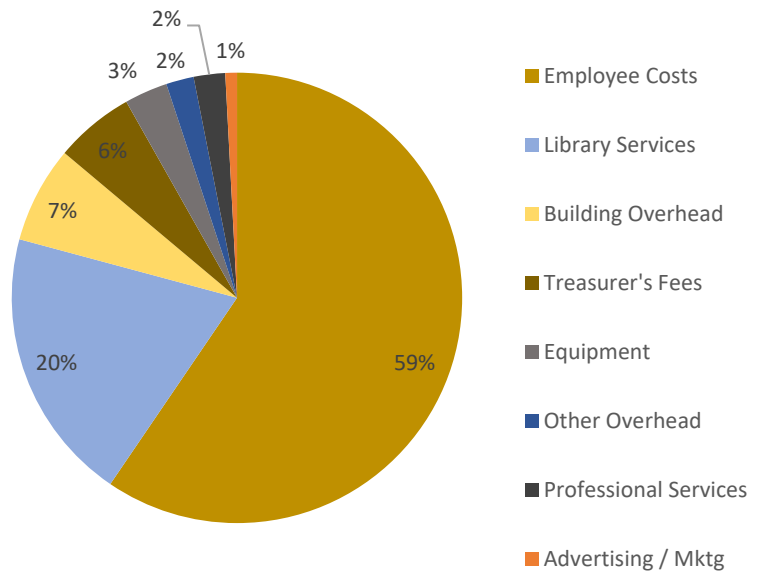
38% of budgeted expenditure (\$3,016,695) has been made.

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

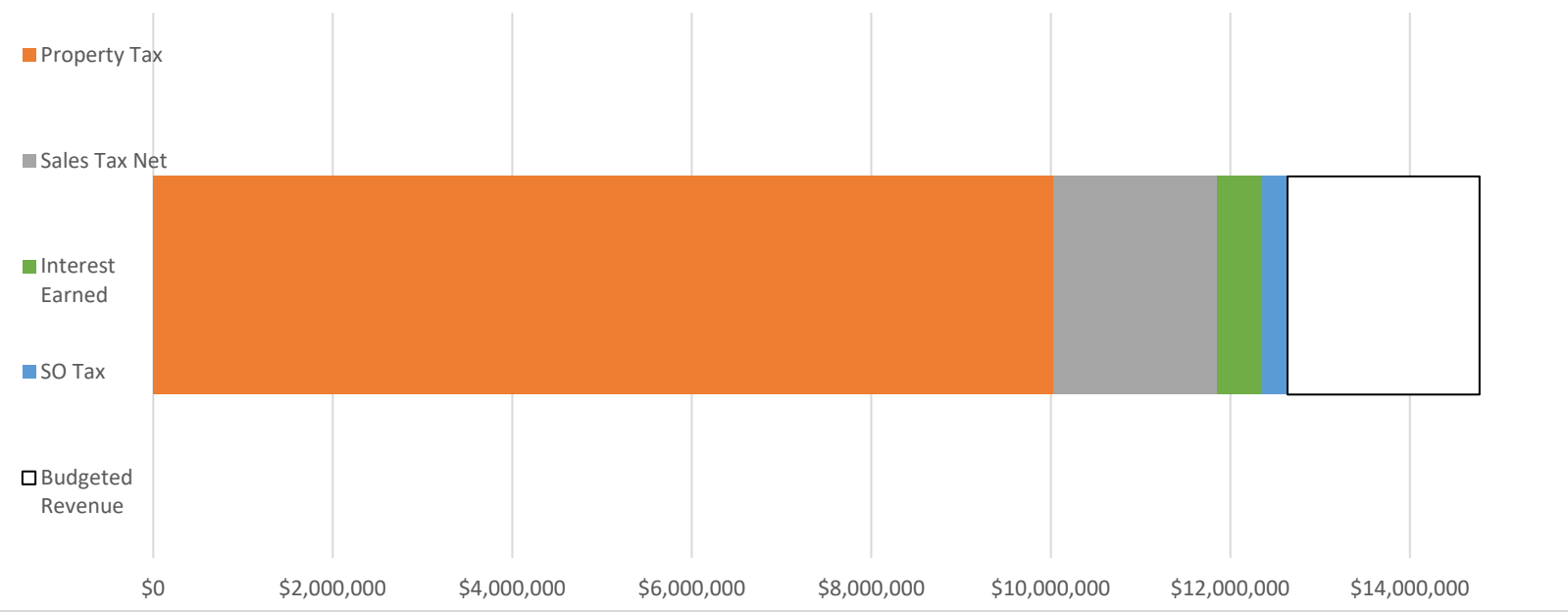
YTD Revenues through 6/30/2024



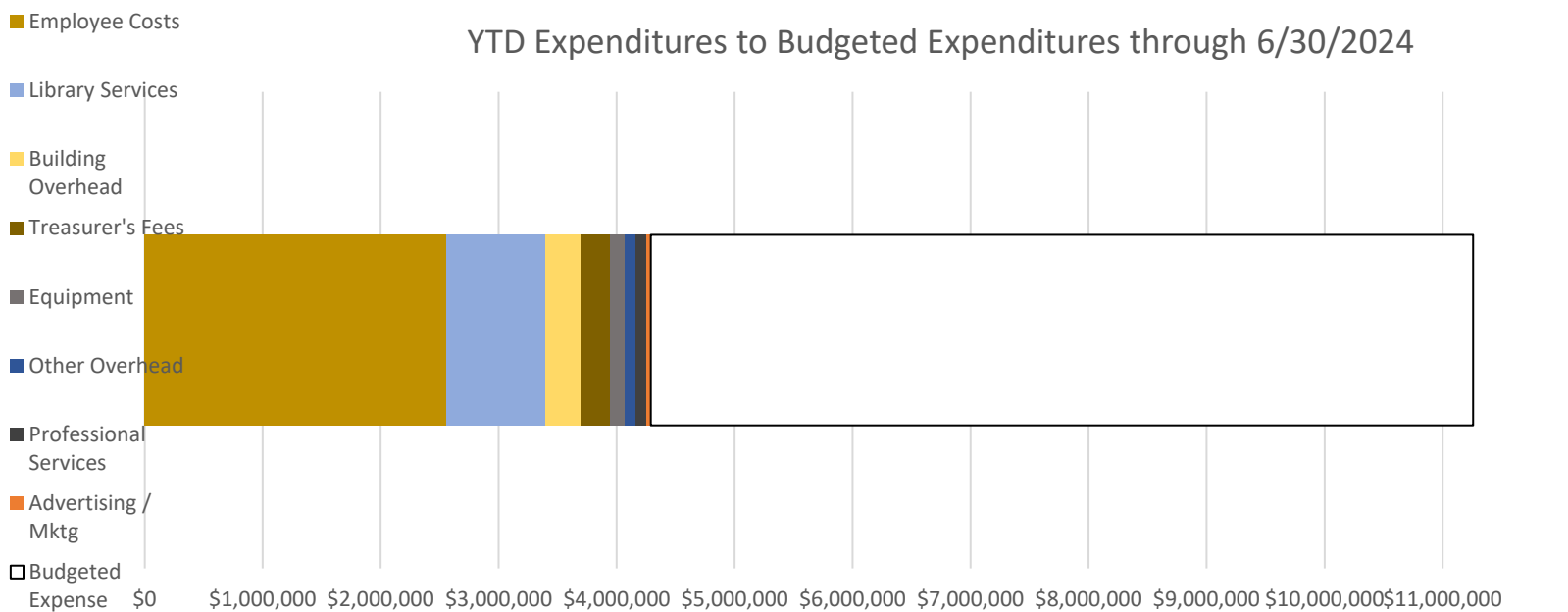
YTD Expenditures through 6/30/2024



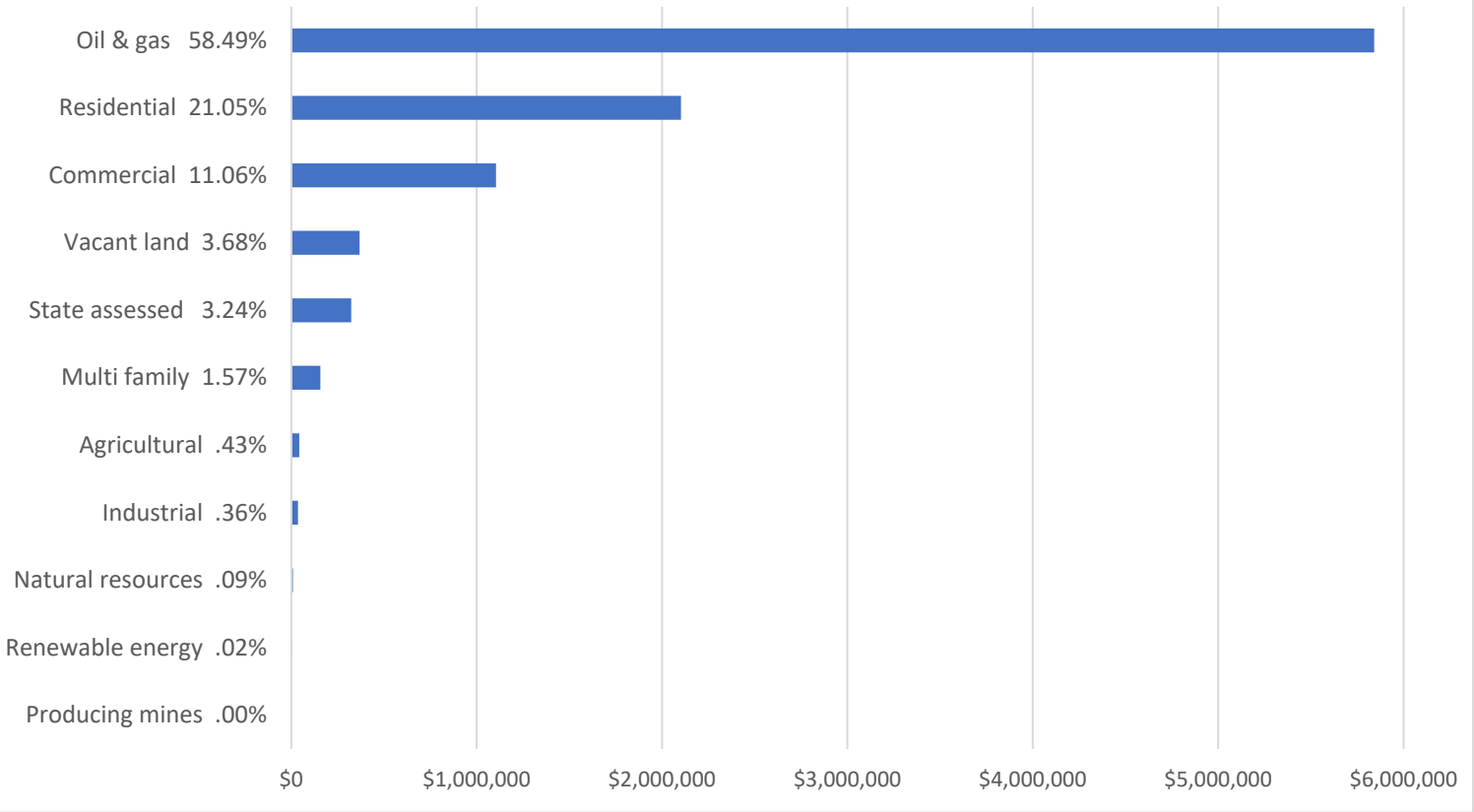
YTD Revenues to Budgeted Revenues through 6/30/2024



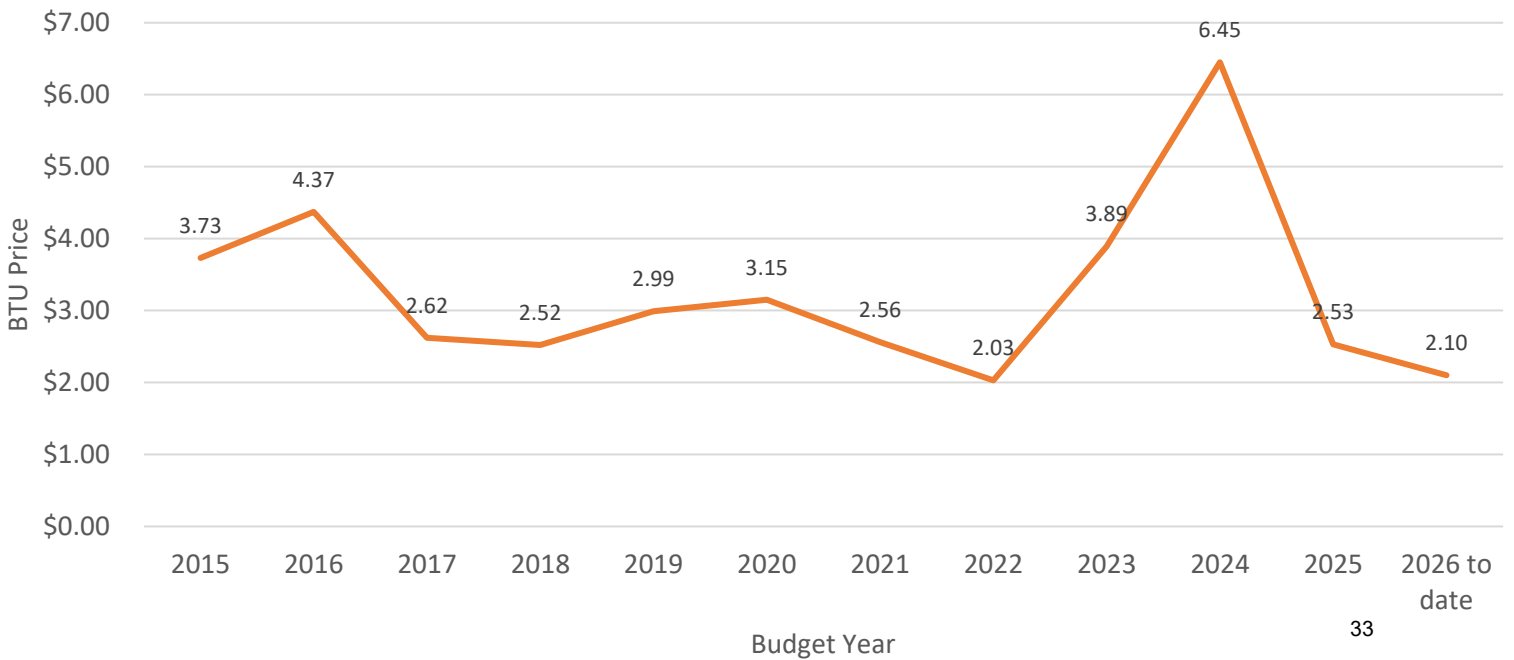
YTD Expenditures to Budgeted Expenditures through 6/30/2024



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



Natural Gas BTU Historical Spot Price (eia.gov) (updated July 17, 2024)



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

	Jan -Jun 2024			Footnotes	Jan - Jun 2023		\$ Increase / (Decrease) in Actual '23 to '24
	Actual	Annual Budget	% of Annual Budget		Actual		
Income							
40100 · Sales Tax Revenue	1,838,992.26	4,000,000.00	45.97%		1,872,161.92	(33,169.66)	
40102 · Sales Tax Refunds	(13,152.89)	(80,000.00)	16.44%		(26,907.60)	13,754.71	
40200 · Property Tax Revenue	10,026,234.39	9,866,513.00	101.62%	1.	7,195,477.46	2,830,756.93	
40300 · Specific Ownership Tax Revenue	275,356.26	450,000.00	61.19%		236,168.70	39,187.56	
40900 · Interest Earned on Investments	508,510.32	500,000.00	101.7%	2.	345,860.44	162,649.88	
41000 · Grants	22,874.17	18,314.00	124.9%	3.	24,007.81	(1,133.64)	
41200 · Other Revenue	13,284.22	48,045.00	27.65%		35,477.30	(22,193.08)	
41300 · Solar Rebates	2,873.14	8,000.00	35.91%		2,474.89	398.25	
42000 · Branch Revenues	25,524.74	29,000.00	88.02%		25,488.53	36.21	
Total Income	12,700,496.61	14,839,872.00	85.58%		9,710,209.45	2,990,287.16	
Expense							
50001 · TREASURER'S FEES	244,565.87	284,730.00	85.89%		186,740.50	57,825.37	
50005 · DEBT SERVICE	0.00	1,659,799.00	0.0%		0.00	0.00	
51000 · EMPLOYEE COSTS	2,552,336.48	5,424,039.00	47.06%		2,185,458.01	366,878.47	
52000 · LIBRARY SERVICES	844,399.91	1,541,681.00	54.77%		783,906.31	60,493.60	
53000 · PROFESSIONAL SERVICES	96,861.95	204,144.00	47.45%		46,295.38	50,566.57	
54000 · BUILDING OVERHEAD	297,507.39	888,633.00	33.48%		332,782.63	(35,275.24)	
54500 · BUILDING REFRESH, FURNITURE,IMI	45,894.47	850,000.00	5.4%		68,023.76	(22,129.29)	
55000 · EQUIPMENT	132,755.44	178,141.00	74.52%		103,747.61	29,007.83	
56000 · OTHER OVERHEAD	85,275.03	92,548.00	92.14%	4.	81,789.70	3,485.33	
57000 · ADVERTISING & MARKETING	35,844.91	140,500.00	25.51%		31,307.32	4,537.59	
58000 · VEHICLES	8,106.83	18,400.00	44.06%		5,212.18	2,894.65	
59000 · PARTNERSHIPS	39,646.87	69,238.00	57.26%	5.	37,360.28	2,286.59	
Total Expense	4,383,195.15	11,351,853.00	38.61%		3,862,623.68	520,571.47	
Net Income	8,317,301.46	3,488,019.00			5,847,585.77	2,469,715.69	

Footnotes:

1. Includes \$248,815 in Colo SB 22-238 backfill contribution.
2. The 30 day yield on the ColoTrust account for June was 5.4069%. Up from 5.2247% in June 2023.
3. \$18314 Colorado State library materials grant has been received in full. \$3260 Safety grant received, was not budgeted.
4. Annual property and liability insurance paid in January
5. Includes 1st half assessment on Cooper Commons(GWS); Annual partnership with CLEER

Garfield County Public Library District
Balance Sheet (unaudited)
As of June 30, 2024

	Jun 30, 24
ASSETS	
Current Assets	
Checking/Savings	
10010 · Alpine Bank- Gen(..7072)	1,594,205.08
10050 · Colo Trust - General	24,605,304.43
10055 · C-Safe	58,932.72
10060 · Alpine Bank- Payroll(..8785)	602.00
10070 · Alpine Bank - Flex(..0583)	8,185.44
10300 · Petty Cash- Cash drawer fund	1,125.00
11010 · CS-23652000-Annual Interest Pmt	206.32
11050 · CS-23652001-Annual Princ. Pmt	1,518.45
Total Checking/Savings	26,270,079.44
Other Current Assets	
12250 · Leases Receivable	404,999.66
Total Other Current Assets	404,999.66
Total Current Assets	26,675,079.10
Other Assets	
19100 · Due to / from Foundation	7,539.30
19150 · Due to/fr Employees	500.00
Total Other Assets	8,039.30
TOTAL ASSETS	26,683,118.40
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	84,259.11
Total Accounts Payable	84,259.11
Credit Cards	
20510 · Alpine Bank Purchase Card	17,099.76
Total Credit Cards	17,099.76
Other Current Liabilities	
20660 · Grants Payable	3,747.40
20670 · Unearned Revenue	1,375.50
20900 · Payroll check to be printed	-100.00
21100 · Other Payroll Payables-	-1,564.21
21200 · Payroll Payable-	88,493.00
Total Other Current Liabilities	91,951.69
Total Current Liabilities	193,310.56
Long Term Liabilities	
22250 · Deferred inflow - verizon lease	404,999.66
Total Long Term Liabilities	404,999.66
Total Liabilities	598,310.22
Equity	
30000 · Unassigned Fund Balance	17,318,764.95
30005 · Non-Spendable Fund Balance	38,741.77
30010 · Restricted Fund Balance	410,000.00
Net Income	8,317,301.46
Total Equity	26,084,808.18
TOTAL LIABILITIES & EQUITY	26,683,118.40

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

	2020		2021	% Incr(Decr) from prior yr	2022	% Incr(Decr) from prior yr	2023	% Incr(Decr) from prior yr	2024	% Incr(Decr) from prior yr
January	219,964.19	-5.33%	244,593.97	11.20%	287,373.78	17.49%	342,694.36	19.25%	355,636.19	3.78%
February	211,661.48	5.11%	248,671.50	17.49%	313,756.46	26.17%	334,035.62	6.46%	335,657.74	0.49%
March	205,882.59	-12.48%	306,107.18	48.68%	363,315.73	18.69%	397,314.64	9.36%	362,063.64	-8.87%
April	207,819.08	-6.39%	315,594.36	51.86%	356,926.25	13.10%	371,576.74	4.10%	360,011.76	-3.11%
May	252,114.14	0.09%	365,531.99	44.99%	369,020.81	0.95%	412,129.29	11.68%		-100.00%
June	275,818.52	1.46%	360,421.57	30.67%	416,313.77	15.51%	436,062.94	4.74%		-100.00%
July	296,171.04	4.55%	358,053.80	20.89%	415,689.44	16.10%	438,635.60	5.52%		-100.00%
August	282,100.20	-0.58%	325,543.47	15.40%	437,595.12	34.42%	447,381.84	2.24%		-100.00%
September	308,802.67	12.74%	359,893.69	16.54%	408,790.73	13.59%	432,815.05	5.88%		-100.00%
October	298,225.56	10.87%	333,716.60	11.90%	392,680.20	17.67%	411,451.01	4.78%		-100.00%
November	270,897.91	8.96%	312,286.84	15.28%	378,346.49	21.15%	383,779.59	1.44%		-100.00%
December	321,746.12	12.48%	375,907.52	16.83%	426,540.57	13.47%	425,622.94	-0.22%		-100.00%
TOTAL	3,151,203.50	3.01%	3,906,322.49	23.96%	4,566,349.35	16.90%	4,833,499.62	5.85%	1,413,369.33	-70.76%

AFTER REFUND

	2020		2021	% Incr(Decr) from prior yr	2022	% Incr(Decr) from prior yr	2023	% Incr(Decr) from prior yr	2024	% Incr(Decr) from prior yr
January	219,154.90	4.57%	237,651.31	8.44%	282,424.27	18.84%	335,755.71	18.88%	354,405.73	5.55%
February	208,449.22	4.84%	225,592.83	8.22%	313,056.99	38.77%	321,339.27	2.65%	333,667.13	3.84%
March	199,473.40	-14.63%	302,292.48	51.55%	293,864.24	-2.79%	395,859.72	34.71%	359,244.54	-9.25%
April	194,556.04	-12.11%	312,333.74	60.54%	356,615.85	14.18%	369,805.64	3.70%	355,805.99	-3.79%
May	245,037.26	3.55%	363,341.37	48.28%	357,069.28	-1.73%	411,190.92	15.16%		-100.00%
June	270,598.88	-0.08%	354,079.99	30.85%	414,125.44	16.96%	434,620.76	4.95%		-100.00%
July	254,330.79	-9.69%	355,006.45	39.58%	414,876.04	16.86%	437,099.52	5.36%		-100.00%
August	280,187.96	-1.01%	317,495.97	13.32%	434,258.56	36.78%	446,230.27	2.76%		-100.00%
September	306,570.32	12.13%	358,127.16	16.82%	408,238.24	13.99%	431,588.03	5.72%		-100.00%
October	295,679.43	10.76%	332,468.17	12.44%	390,686.93	17.51%	409,219.69	4.74%		-100.00%
November	262,364.84	6.30%	310,702.80	18.42%	375,740.34	20.93%	381,767.36	1.60%		-100.00%
December	311,675.86	12.42%	375,476.64	20.47%	425,100.13	13.22%	424,728.21	-0.09%		-100.00%
TOTAL	3,048,078.90	1.60%	3,844,568.91	26.13%	4,466,056.31	16.17%	4,799,205.10	7.46%	1,403,123.39	-70.76%

Human Resources Report, July 2024

By Kim Owens, HR Director

We're preparing for the annual performance review season coming up in August. Staff will conduct a self-evaluation around the district's core values, core competencies, and job-specific competencies; they'll discuss their achievements and challenges over the past year; and set goals for the coming year. We ask staff to set at least two goals – a stretch goal that grows their skills and a service goal that relates to the district's long-range plan.

Our representative from the Colorado Retirement Association was on-site for employee retirement account reviews and to help promote this valuable employee benefit.

Staff Education and Development update:

We're sending two staff to the Association for Rural and Small Libraries Conference in Springfield, Massachusetts in September. Staff will have the opportunity to learn about a variety of topics including mental health first aid for library staff, early literacy, reaching communities, library policy development, and more.

Recruiting and Staffing update:

We continue to search for a solution to fill the Carbondale Youth Services Coordinator position. The Facilities Technician position is proving difficult to fill as well. We're working with a temp agency to fill this role.

Staffing Report - Since 6/27/2024:

New Hires: 1

- Glenwood Springs Library Page – 10hrs/week – 7/7/2024

Promotions/Transfers: 0

Vacancies: 3

- Full-time Facilities Technician – Support Services, 40hrs/week
- Youth Services Coordinator – Carbondale, 40hrs/week
- Library Page – Carbondale, 10hrs/week – *starting 7/25.*

Departures: 0

Additional Staffing Information:

Headcount as of 7/19/2024:

- 76 total staff members (does not include subs)
- 43 benefit-eligible staff (32 - 40 hours per week); 34 staff with less than 32 hours per week
- 60.35 FTE

Active Staff Stats by Location – 7/19/2024					
<u>Location</u>	<u>FTE</u>	<u>Total Staff Count</u>	<u>Scheduled Staff Hours per Week</u> <i>(total of all staff)</i>	<u>Count of Benefit Eligible Staff (over 32 hours)</u>	<u>Count of Staff not eligible for Benefits (under 32 hours)</u>
Carbondale	7.25	10	290	4	6
Glenwood	7.9	11	316	5	6
New Castle	6.80	10	272	3	7
Silt	5.65	7	226	4	3
Rifle	8.85	12	354	5	7
Parachute	6.50	8	260	4	4
Support Services	17.40	18	696	17	1
Grand Total	60.35	76	2414	43	33

Branch Libraries Report, August 2024

By Nancy Barnes, Branch Libraries Director

Branch Projects

Rifle Library will be piloting the new self-service print release and payment system. The new self-service kiosks will allow patrons to print their own guest passes, release print jobs, and make any necessary payments through this kiosk. The goal is to reduce staff intervention in this process. Once any bugs have been worked out in Rifle, the system will be rolled out to the remaining five library branches.

Library Programs

Summer Reading foam parties were incredibly successful across the library district with upwards of 200 people in Rifle and Parachute and 100+ attendees at our other library locations.

Carbondale Library: The Carbondale Bike Project donated a specialized outreach and book delivery bicycle to the library. The library plans to use the bike to deliver library materials to senior living facilities and other homebound patrons, and to promote the library and give out donated books at outreach events and around town. The library is still without a Youth Services Coordinator, but staff have stepped up to make sure there's still plenty going on at the library for kids. Despite the vacancy, the library has hosted at least four programs for kids every week since June.

Glenwood Springs Library: Mary Durham and her merry band of ukulele strummers delighted attendees with both familiar and novel songs and stories of the past, during a Wonderful Wednesday event. The musicians enjoyed bringing their musical skills and joy to the community. Patrons participated in a discussion of *The Midnight Library* as a new book club launched at the Glenwood branch. The discussion of the book's themes led to reflecting and recounting life events that changed the trajectory of life for individuals. Over 130 revelers were treated to a tap dance performance and ice cream on a warm early July afternoon. While Mr. Tap and friends entertained, everyone enjoyed choosing just the right toppings for their ice cream.

New Castle Library: The library recently hosted a Spanish Meet the Author event with Herlinda Quintana, a Rifle resident. Ms. Quintana realized her dream of writing and publishing a book. During the program, she thanked the library for its support of the Latino community.

Rifle Library: In early July, Rocky Mountain PBS screened the movie *Undivide Us* in the library's Community Room. The film challenges the idea that people with differing opinions cannot engage in civil conversation and shows that the democratic ideals of unity and dialogue remain strong. Following the screening, attendees, which included 3 staff members, engaged in a meaningful community discussion. The library is currently exploring collaboration opportunities and hopes this event marks the beginning of a fruitful partnership with Rocky Mountain PBS.

Silt Library: The library helped host a successful "Bike to There" event with co-sponsor CLEER with over 100 in attendance. A recent story time featured four guinea pigs much to the delight of the children.

Parachute Library: The first of three "Little Library" structures, funded by the Love's donation, is now installed next to the Family Resource Center. Successful summer programs include a teen volunteer-led Dungeons & Dragons summer club, an eight-week violin class series, and technology one-on-one

appointments. In preparation for the upcoming branch remodel, staff have begun inventorying the collection.

Stories of Impact

Rifle Library's Homebound services are gradually expanding, now reaching nine patrons in the community. Recently, an elderly patient at our local Veterans nursing home provided a touching moment during Sindia's Salinas last visit. He revealed that he can no longer read but still looks forward to her visits. He mentioned that he doesn't feel he has much time left and that he rarely receives visitors, leaving him feeling lonely and scared. Sindia's visits have become a highlight of his days. Sindia continues to visit him during her homebound route and spends 15 minutes or so reading to him. This small act of kindness underscores the library's commitment to serving and supporting all members of our community, especially those who are most vulnerable. It also highlights the importance of continuing to explore ways to enhance services for our aging patron population.

A New Castle ten-year old proudly shared with staff that she read three books while on a family vacation. Her summer reading prize was a pair of binoculars which she was so happy to receive because she had misplaced her pair on her family vacation. "Best summer ever," she said.

Staffing

The Glenwood library welcomed new substitute staff member Deidra Ryan and the return of Jessica Morrison who has taken on both a Page and Substitute role. Jessica jumped right back in on her first day at the branch. Deidra has proven to be a quick learner and enthusiastic and thoughtful addition to the team.

The Silt library welcomed a new substitute staff member Shylo Harlan and Youth Service Intern Chloe has temporarily stepped into the Page role.



Foam party in Parachute.



Carbondale's new outreach bike.



Spanish language book display in New Castle.



Parachute's free Little Library ribbon cutting.



Circulation and Collections Report, July 2024

By Jenn Cook, Technical Services Director

Room reservations on the web:

Our first attempt at providing patron-initiated room reservations on the new website did not meet all the requirements for a sustainable solution. We are currently rolling out a new room reservation system that is based on a platform staff and patrons are already familiar with because it is the same application that we use for hotspot and laptop reservations. We are excited that this solution will seamlessly communicate with our events scheduling as well, so that meeting rooms will be automatically made unavailable for patrons to request reservations when a program is scheduled, reducing staff time and potential errors. We plan to have this system fully implemented by September.

Colorado State Parks Pass program:

Check Out Colorado State Parks provides a unique park pass and pack filled with field and exploration guides to library visitors of all ages. Started in 2016, this program is the result of a partnership between the Colorado State Library, Colorado Parks & Wildlife, and local libraries. Some data from the State Library about parks pass usage shows excellent usage statewide. It's been uncertain how the DMV's opt-in state parks access pass would impact the statewide library program, and 2023 circulation data reveals significant growth in program participation, with circulation increasing 9% from 2022 to 2023. Here in Garfield County, we averaged 3 checkouts per week in 2023, however, our circulation does not seem to be keeping pace in 2024.

New patron print release and PC reservation system:

We are in the final stages of configuring, testing, and training on a new system that will integrate with our self-checkout kiosks. This system will allow patrons to create "guest passes" for logging in to our public PC's without a library card without asking for staff assistance if they wish. It will also allow patrons to release their own print jobs and make copies independently if they wish. Staff can still help with these tasks, but the option is there for patrons to serve themselves using the kiosk. Furthermore, this system greatly simplifies the wireless printing process for patrons wishing to print from their own devices. Patrons will merely need to attach and send files to a standard email address to add to the print queue and use the kiosk to release the print when they are ready at any branch. The rollout of this system begins at the end of July to early August.

Marketing report, July 2024

By James Larson, Communications and Marketing Director

July Recap

Summer Reading Challenge updates – program ends July 31st.

Our readers have crossed the Million Dollar Mark! Total Community Reading Minutes so far are: **1,014,518** as of Monday, July 15th.

Breakdown by branch

Carbondale

Registrations: 598
Active Readers: 309
Minutes Read: 225,081

Glenwood Springs

Registrations: 565
Active Readers: 255
Minutes Read: 152,205

New Castle

Registrations: 390
Active Readers: 232
Minutes Read: 164,423

Parachute

Registrations: 266
Active Readers: 130
Minutes Read: 117,046

Rifle

Registrations: 804
Active Readers: 452
Minutes Read: 219,421

Silt

Registrations: 305
Active Readers: 168
Minutes Read: 136,282

Outreach – attended Sol Del Valle’s official launch party a few weeks ago. They are now an independent paper with a weekly edition all in Spanish. GCPLD was proud to be a sponsor of the event which was held at the Glenwood Springs Branch Library.

18 • El Sol del Valle • 8 de agosto del 2024

MUCHAS GRACIAS
EL SOL DEL VALLE

GARFIELD COUNTY LIBRARIES **COLORADO MOUNTAIN COLLEGE**

- CLUB DE ABUELITOS
- DISCOVERY CAFE
- FRIDA'S MEXICAN RESTAURANT
- PUEBLO AZUL COLORADO
- PROMEX BAKERY
- PROPERTY PROFESSIONALS
- SANA/LA CLÍNICA DEL PUEBLO
- SABOR DE MEXICO
- SALMEX RESTAURANT
- SANDY'S RENTALS
- SAVINGS COLLABORATIVE
- SLIFER SMITH AND FRAMPTON
- TAQUERIA EL YAQUI
- DECOARTE VIANNEY'S
- DJ TEAJ
- FLUFFY STUFF
- AIRI PHOTOBOOTH

• Mesa de Información • Comida y preparativos

Sponsorship Policy and Social Media Policy – See Jamie’s report.

Photos from our Foam parties!

















Social media analytics

Followers:

Facebook – 4,100

Instagram – 1,559

Email Newsletter – 16,274

Facebook Reach* 13,000 (up 31%)

Instagram reach: 624 (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

The image shows two Facebook posts from the page 'Garfield County Libraries', published by James Larson.

Left Post:
Published by James Larson
July 10 at 8:54 PM
Caption: More foam fun in Glenwood
The post features a collage of five photos showing people playing in a large amount of white foam. A '+5' icon is visible at the bottom of the collage.

Right Post:
Published by James Larson
July 3 at 7:00 PM
Caption: GCPLD HIKING CLUB
Text: "I want to explore the beautiful trails of Garfield County but don't know where to begin? Garfield County Libraries and Defiende Nuestra Tierra this summer on a series of short monthly adult hikes. Learn about basic hiking safety and gear, meet new people, and more."
Text: "Contact your local branch for more information and to register for one or more of the hikes."
List of hikes: "13TH STORM KING MEMORIAL TRAIL IN SOUTH CANYON", "AUGUST 3RD THOMAS LAKES TRAIL NEAR CARBONDALE"
The post features a background image of a hiker standing on a rocky peak overlooking a forested valley.

Garfield County Libraries
July 9 at 10:00 AM · 🌐

We are so proud to wish Darla Baumli a happy 20th anniversary with GCLPLD! Darla has been with the library longer than any other current employee. Back in 2004 she started at the Glenwood Springs Branch Library as a librarian moving up to Circulation Coordinator until 2018. After that, Darla moved to Support Services as our Collections Coordinator. Darla is now our Acquisitions Coordinator who oversees the purchasing of our print and e-materials collections, helps with materials selections, and manages periodicals and processing.

In her long tenure at the library, Darla's friendly smile and encouragement have welcomed so many employees to the library family. Darla's knowledge and dedication have truly helped to make GCLPLD a fantastic library district. Congratulations on your 20-year work anniversary!



Garfield County Libraries
Published by James Larson
· June 30 at 10:00 AM · 🌐

We are happy to welcome back Chloe Duran. Chloe used to work for the District as a Library Page for 2 years in Rifle. She has been rehired as the Youth Services Intern for Silt.

Chloe was born and raised in the valley and graduated from Rifle High School in 2023. She is currently attending Fort Lewis College in Durango, where she is majoring in environmental science. One day, she hopes to work for the Forest Service, focusing on forest conservation, preventing land flattenin... [See more](#)





Garfield County Libraries

...

Published by [James Larson](#)


June 29 at 10:00 AM · 🌐

Sensory playgroup time!
Join us for a sensory playgroup time! This playgroup time is designed for special needs children (neurodiverse) or individuals with sensory needs.
First and third Monday of each month
10:30 am-12pm - Rifle Branch Library... [See more](#)




Top 5 Instagram posts

Instagram

 garfieldcountylibraries





Nominations Now Open:
Lisa Delweiler Service Award

Do you know someone who loves to help others in our community?
We invite you to nominate a non-profit employee or volunteer,
or a first-responder who demonstrates extraordinary service to the
local Garfield County community. Nominees can be of any age or
background, but must be a resident of Garfield County, Colorado.
Nominations are due by July 31, 2024.



Nominaciones Ahora Abiertas:
Lisa Delweiler Service Award

¿Conoce a alguien que le encanta ayudar a otros en nuestra comunidad?
Te invitamos a nombrar a un(a) empleado(a), voluntario(a) o socorrista
trabajando para una organización sin fines de lucro, quien demuestre
tener aptitudes extraordinarias de servicio hacia la comunidad local del
Condado Garfield. Los nominados pueden ser de cualquier edad o
procedencia, pero deben ser residentes del condado de Garfield, Colorado.
La fecha límite para recibir las nominaciones es el 31 de Julio.

garfieldcountylibraries
Nominate someone today!
¡Nomina a alguien hoy!... more

Instagram

 garfieldcountylibraries

GCPLD HIKING CLUB

Do you want to explore the beautiful trails of Garfield County but
don't know where to begin?
Join Garfield County Libraries and Defiende Nuestra Tierra this
summer on a series of short monthly adult hikes. Learn about
basic hiking safety and gear, meet new people, and more.

Contact your local branch for more information and to register for
one or more of the hikes.

JULY 13TH STORM KING MEMORIAL TRAIL IN SOUTH CANYON
AUGUST 3RD THOMAS LAKES TRAIL NEAR CARBONDALE



Instagram



garfieldcountylibraries



garfieldcountylibraries

We are happy to welcome back
Chloe Duran. Chloe used to work for the District... more

Instagram



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Hooray for Jen Callison, who is
celebrating her 5-year anniversary with the Dist... more



In the News – links to full articles.

<https://www.postindependent.com/news/investigative-journalist-to-speak-in-glenwood-springs-on-christian-nationalism/>

Events June 2024

Alex Garcia-Bernal, Education & Events Manager

The GCPLD libraries started their Summer Reading Challenge for our communities on June 1st, and the program continues through the end of July. In the Challenge, participants aim to read 1,000 minutes as individuals and 1,000,000 minutes as a community.

As of the end of June, we have:

Total Registrations: 2613

Active Readers: 1096

Challenge Completions: 188

Community Reading Goal: 610,785

Summer Reading Challenge Kick Off Events were held on May 31st for the Silt Library, featuring a concert from the teen band, Blackout, and on June 1st for all the other libraries. The Carbondale, New Castle, and Rifle libraries hosted a fun day with snow cones, popsicles, and other activities to get people registered for Summer Reading. The Glenwood Springs library held a "Blackout Dance Party" featuring a concert from the teen band, Blackout. The Parachute library celebrated their start to Summer Reading at the town of Parachute's Fishing Derby event.

The Silt library hosted a daily summer reading fun activity each weekday in June.

The Summer Reading Presentations for kids in June were:

4H and Americorps present camping and survival skills on June 4th, 5th, and 6th at all of our branches, with full room attendances ranging from 30 to 80.

Brillantina Bilingual Puppet Theater on June 11th, 12th, and 13th at all our branches, with full room attendances ranging from 30 to 80.

Bilingual Yoga and Mindfulness Storytime on June 18th, 19th, and 20th at all our branches, with full attendance ranging from 30 to 80.

Steve Weeks Music Concert on June 25th, 26th, and 27th at all our branches, with full attendance ranging from 30 to 80.

A Summer Reading Hiking Club will be hosted through the summer for adults. The four hikes are:

Rifle Arch: May 11, had about 4 participants.

Lorax Trail: June 8th, had about 5 participants

Storm King Memorial Trail: July 13th

Thomas Lakes Trail: August Third

Full statistics for Summer Reading will be presented after July, at the end of the program.

Special Events:

The Rifle library hosted a bilingual presentation on preparing for homeownership on Saturdays June 1st and June 29th. They also hosted a special Blood Drive Event on Tuesday June 11th. The Carbondale library hosted a special summer screening of Reel Rock, a film on mountain climbing, on Wednesday June 12th. The New Castle library hosted a special Spanish language presentation on Equity, Diversity, and Inclusion with community partner SANA, on Friday June 14th. The Carbondale library hosted a special presentation of One Act in the Stacks, with the Roaring Fork Repertoire Theater on Friday June 21st. The Glenwood Springs hosted a financial education workshop, Simple Steps to Financial Independence on Thursday June 27th. The Rifle library hosted a presentation by the Cattlemen's Association on the reintroduction of the gray wolves in Colorado.

The Silt library hosted a special Rocket Launch program with the Aspen Science Center on Saturday June 15th. The New Castle library hosted a special Taylor Swift Party program for kids on Saturday June 15th.

All our libraries collaborated with CLEER in hosting a BikeThere event, in which education on bike maintenance, safety, and information in general about the benefits of biking were celebrated at each of our locations. The event included other non-profit organizations, and local businesses.

The Glenwood Springs library hosted a rebranding community party event for the newspaper, Sol Del Valle, on Saturday June 29th.

Partnered Children Events:

The Rifle, Silt, and New Castle libraries are working with Meal Monkey to provide free lunch for kids once a week. The Rifle library hosted their parenting group with Great Expectations weekly on Tuesdays in June. All libraries also hosted a STEM presentation once a month with the Aspen Science Center in June. The Parachute library hosted their Youth Fly Fishing series on Monday June 3rd. The Rifle library hosted their Parenting Group with Great Expectations each Tuesday in June.

Library Children Events:

All the libraries hosted their weekly school's out program, Spark, in June. The libraries also hosted their stay and play weekly programs. Rifle hosted their Pre School-Playgroup each Wednesday, the Glenwood Springs and New Castle libraries hosted their Get Your WigglesOut

programs each Thursday in June. The Silt library hosted their Shake Your Sillies program each Friday in June. The Rifle library hosted their Sensory Playgroup on Mondays, June 3rd and 17th, and their Bilingual Sensory Storytime on Tuesdays June 4th and 18th.

Teen/Tween Events:

The Parachute library hosted their Teen Dungeons and Dragons club on Tuesday June 4th and each Wednesday in June, as a summer camp. The Rifle library hosted their monthly Teen Tech Club on Friday June 7th, and their weekly Anime Club each Friday in June. The New Castle and Carbondale libraries hosted a concert by the teen band, Blackout, on Friday June 7th and Saturday June 8th. The Carbondale library began to host a weekly TGIF program for Tweens each Friday beginning on June 14th. Saturday June 8th. The Glenwood Springs library hosted their Magic the Gathering program on Saturday June 8th, and their Dungeons and Dragons program on Saturday June 15th. The Silt library hosted their monthly Teen Tech Time on Saturday June 8th. The New Castle library hosted their monthly Pokémon Club on Saturday June 29th.

Family Events:

The Rifle library hosted their Homeschool Parent Advisory Board on Thursday June 13th, and the Parachute library hosted theirs on Friday June 14th. The Silt library hosted their monthly bilingual family game program, Loteria on Thursday June 13th.

Book Clubs:

The Rifle library hosted their monthly Walking Book Club each Friday in June. The Parachute library hosted their monthly Western Colorado Book Club on Tuesday June 11th. The Carbondale library hosted their Laura Pritchard Book Club on Thursday July 13th, and their Third Thursday Book Club on June 20th.

Partnered Adult Events:

The Glenwood Springs library hosted their memoir writing club, Your Story Your Life on Friday June 7th. The Carbondale library continues to host their partnership with English in Action for programs on Wednesdays in June.

Adults Arts and Crafts:

The Carbondale library hosted there, In Stitches, a knitting club each Monday in June, and their monthly Nature Journaling program on Friday June 7th. The Glenwood Springs library hosted their Writer's Group on Thursday June 27th.

Adult Education Events:

The Rifle library hosted their weekly Computer Basics class each Tuesday in June, and their English/Spanish Conversation Circle each Wednesday in June. The New Castle library hosted their weekly English Exposure Class each Monday in June.

Events for Seniors:

The Glenwood Springs library hosted their Tai Chi for seniors each Wednesday and Saturday in June, and their monthly Wonderful Wednesday's program on June 12th. The Silt library hosted their Tai Chi for seniors each Wednesday in June.

Social Events:

The Carbondale library hosted a special Sound Immersion program on Saturday June 1st, and their Lost Art of Random Conversations program on Sunday June 2nd. The Glenwood Springs library hosted their Learn How to Play Dungeons and Dragons for adults each Friday in June, and their Let's Talk About Everything conversation group on Tuesday June 18th, and their monthly Chess Club on Thursday June 20th. The Silt library hosted their monthly mystery club, Silt's Sleuth's on Tuesday June 18th.

Author Events:

The Glenwood Springs library hosted a presentation by local author Donna Lee Humble on Thursday June 13th. The New Castle library hosted a Spanish language presentation by local author Herlinda Quintana on Friday June 28th. The Carbondale library hosted a presentation by author Laura Pritchett on Saturday June 29th.

Upcoming:

The Summer Reading Challenge continues through July.
The Hispanic Heritage Festival will take place on Sunday September 29th, at the Rifle Library.

The Raising a Reader Kids Art and Literature Festival will take place on October 12th at the Glenwood Springs Library.

Facilities July Report

Jon Medrano, Facilities Manager

The Facilities Department worked to complete various building repairs and continued major district projects. Here are some projects from last month that are worthy of mention.

Library Reconfiguration for Parachute & New Castle Branches - UPDATE

The main entities for the large district remodel meet in early July for a site walk-through. The hired architect, general contractor, professional designer, and library staff meet at both locations to review the work scope. After this in-depth look, the architects will compile all the information and provide an initial draft of the construction drawings sometime within the next 30 days. Things are progressing forward.

Fire Alarm Inspections at Select Branches

In July, A fire alarm system inspection took place at the Glenwood Springs Branch. This inspection ensures that all strobes, horns, pull stations, and the panel itself are working correctly. Also, fire sprinkler inspections took place at the Rifle, Silt, and New Castle Branch libraries. This inspection ensures that the entire interior sprinkler system is in good condition and ready to be used if needed. No issues to report.

District Library Vehicle Replacement

After taking the 2010 Ford Escape in for a diagnosis, due to it not running normally, it was found out that the vehicle is needing an engine replacement. Since the cost of repair exceeds the value of the vehicle, library administration has decided to pursue a new vehicle purchase. Library administration is looking at different options at various car dealerships in the county with hopes of purchasing a replacement soon.

Initial Library Remodel Planning with Architectural Team

Library administration met in early July with an architectural firm that specializes in library buildings. GCPLD has begun the early remodel planning process for the Rifle and Silt Branch libraries. A walk-through was completed at both library locations highlighting staff and patron needs. The architectural firm collected all the information needed and will compile a report for the library to review. The library is looking forward to seeing the first draft of this report.

Update On Water Leak at Parachute Branch Library

After a long investigation, it turns out that there is no actual leak at the Parachute Library. The initial investigation began when the town of Parachute informed the Facilities Manager that the property showed up on their leak report due to the high use of water. This did not directly mean there was a leak, however, it was suggested that the property should be thoroughly checked for one. In addition to a physical inspection, the water bill was reviewed, and trends did show that the water usage receded on their own. There is no leak, but the library will be taking time to consider better ways to conserve water as the remodel comes closer.