

AGENDA

Call to Order

Mission

Cultivate Curiosity. Enlighten the Mind. Strengthen the Community.

Roll Call

Review of Agenda

Public Input

[In Person]

Individuals wishing to participate in Public Invited to be Heard (non-agenda item) are requested to sign up on the form provided at the meeting room entrance. When you are recognized, state your name and address, and then speak to the Board of Trustees. Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared, and individuals will be limited to three (3) minutes.

[Zoom]

Individuals wishing to participate in Public Invited to be Heard (non-agenda item) are requested to indicate a desire to participate in the Zoom chat box. When you are recognized, unmute, state your name and address, and then speak to the Board of Trustees. Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared, and individuals will be limited to three (3) minutes.

Director's Report, April - Erica Rose, Library Director

- Introduction of Staff
- Communication and Monthly Statistics

Follow-Up Questions to Board/Liaison Reports

Treasurer's Report - Lisa Gagliardi, Treasurer

Friends & Foundation Report - Lisa Gagliardi, Treasurer

Old Business

- Approve Minutes of the April 24, 2025, Regular Board Meeting (Action)
- Main St. Property Update - Erica Rose, Library Director (Information)

New Business

- Summer Adventure Program - Casey Lansinger-Pierce, Head of Public Services (Information)
- Audit Update - Erica Rose, Library Director
- Check Out Information Policy (Action) - Erica Rose, Library Director
- Fine Free (Action) - Erica Rose, Library Director
- Colorado Public Library Standards: Budget - Jeromey Balderrama, Secretary (Information)

Executive Session

An Executive Session Pursuant to C.R.S. § 24-6-402 (4)(e) for the purpose of determining matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators relative to the improvement of the Main St. Property.

Upcoming Agenda**Adjourn**

Upcoming Meetings

- Board of Trustees Regular Meeting, June 26, 2025, 5:30 p.m. – Severance Library and Zoom
- Board of Trustees Regular Meeting, July 31, 2025, 5:30 p.m. – Windsor Library and Zoom

The Clearview Library District will make reasonable accommodations for access to library services, programs, and activities, and make special communication arrangements for persons with disabilities. Please call 970-686-5603 by noon on the business day before the meeting to make arrangements.

DIRECTOR'S REPORT - APRIL 2025

Districtwide Update - Library Director Erica Rose

Highlights (attached to the Director's Goals)

- **Build relationships in the community**
 - Director Rose provided a brief presentation about the Library District at the Town of Windsor Board meeting held on April 14, 2025. Foundation board member ToniRage Andres also spoke and offered complimentary Clearview Reads tickets to all town board members.
- **Evaluate the needs of our service community**
 - Strategic plan reporting and gathering statistics for the first quarter provided very useful information regarding library usage, patterns, gaps, and opportunities. Work on the 2025 Strategic Plan progressed according to schedule, and the Executive Leadership team began to turn their attention to 2026 Strategic Planning.
 - Moving forward, Executive Leadership will take a more intentional approach with data, meeting during the board preparation process to discuss monthly statistical patterns, anomalies, and opportunities.
- **Enhance operational and organizational efficiencies**
 - New Financial Administrator Sarah Watson joined the team on April 21.
 - Efforts continued to train employees in using our new ticketing system, Happy Fox. This system provides needed efficiencies for departments that receive a high volume of requests.
 - Work continued to focus on building a dynamic team, as admin onboarded two new employees, interviewed candidates for our Adult Services Supervising Librarian position, and sought candidates for a Mobile Services Assistant opening.
- **Listen and learn about our library and communities**
 - Director Rose attended the monthly Director Hot Topics meeting, which was focused on the future of state library funding and the potential impact of funding cuts in rural libraries across the state.
 - Director Rose attended the Windsor Rotary meeting on April 24 to network with local community leaders and consider membership opportunities.
- **Opportunities and Challenges**
 - Significant resources were dedicated to QuickBooks and Finance cleanup to ensure monthly Q1 Financial Reports were accurate and available to the board.
 - Director Rose continued to step in as HR support as we awaited the start of our HR Generalist in early May.
- **Board of Trustees Meeting Highlights - April 2025**
 - The board will consider a proposal to go "fine-free" at the May regular board meeting.
 - The board voted to join the Marmot Library Network (April 2025).
 - The board reviewed Colorado Public Library Standards for Facilities and Infrastructure.

Public Services Update - Head of Public Services Casey Lansinger-Pierce**Highlights**

- A Library District team attended the United Way Children's Festival in Greeley, CO, on April 12, engaging with over 1,500 people and informing residents about the district. Intake forms from the event revealed that 46% of responding families were within 185% of the Federal Poverty Level, and 31% were within 100%, highlighting the Library District's reach to vulnerable populations.
- Becca Sharp organized numerous school field trips to Windsor Library throughout April (and into early May). Students on field trips learn about library programs, resources, and the Summer Adventure Program.
- Director Rose, Amanda Brian, and Casey Lansinger-Pierce met with Otero Corporation to strengthen relations with this frequent library visitor group. We are pleased to announce that Otero's Day Program Director Adria will attend our next all-staff meeting to discuss Otero's services for adults with cognitive, emotional, or physical disabilities and share best practices for serving them.
- This year, Clearview Reads featured author Kristen Harmel. Public Services staff supported Clearview Reads through promotional book displays, related programming, and staffing during the event itself.

Opportunities and Challenges

- Clearview Library District staff actively participated in National Library Week celebrations by developing promotional videos and providing engaging passive activities to foster library appreciation. This annual event is always a highlight for teams!
- Our information table at the Windsor Volunteer Fair on April 26 at Boardwalk Park had lower-than-anticipated engagement. Despite our excitement to connect with potential volunteers, we interacted with 55 individuals, fewer than expected at a community-wide event.
- Throughout April, Director Rose and Casey Lansinger-Pierce interviewed several candidates for the new Adult Services Supervising Librarian.
- The Adult Services department has secured Peculiar Ales as the new location for Pub Trivia, which will resume on June 3.

IT & Technical Services Update - Head of IT & Technical Services Beth Fransen**Highlights**

- Reservations are open for after-hours access at the Severance Library. The overall response has been enthusiastic, and the IT team has been busy facilitating training for patrons and ensuring that all necessary systems and protocols are in place to make this service smooth and secure.

- In April, the board approved Clearview Library District's membership in the Marmot Library Network. The IT and Technical Services teams are enthusiastic about the opportunities this transition brings. We are equally excited to extend the benefits of Marmot membership to the public starting in October.
- We worked with our long-standing partner, RockFan, to install new wireless lavalier/lapel microphones at the Windsor and Severance Libraries. This upgrade is specifically intended to support our programmers who lead particularly loud or active programs, and to improve the experience for patrons who are hard of hearing. The new microphones will enhance accessibility and overall program quality.

Opportunities and Challenges

- We are obtaining bids for the installation of a glass wall to enclose the teen section. This project aims to reduce noise levels while maintaining visibility and an open feel, creating a more comfortable environment for all patrons.
- We are upgrading our internet service through Comcast, with all locations transition from 1 GB to 2 GB service. This upgrade will significantly enhance our connectivity across locations. We are awaiting the E-rate funding commitment to support this improvement.
- IT is working to integrate Mac computers into CLD's primarily Windows-based environment. While configuring macOS logins to authenticate through Windows Active Directory has proven difficult, the IT team is actively exploring solutions to ensure seamless access and compatibility across systems.

Customer Services Update - Head of Customer Service Amanda Brian

Highlights

- Severance Library's first anniversary was April 6. Customer Service Staff (CSS) celebrated the entire week by giving out snacks, running a slideshow of highlights from the year, and encouraging our patrons to sign a giant birthday card that the Severance Library CSS created. Teams were thrilled to read all the lovely messages from patrons about how much the community loves their library!
- A staff member of Severance High School asked for contributions to the Severance High School After Prom party swag bags. CLD offered Library District book bags from last year's grand opening party. It was a great opportunity to partner with the high school and participate in the swag giveaway!

Opportunities and Challenges

- One of the challenges that every library faces is preparation and training for potential emergencies. Kailin Kelley, Anna Matl, and Amanda Brian attended a webinar called 'Emergency and Crisis Management: Prioritizing, Providing, and Preparedness for libraries.' Many of the procedures they recommended are already established within the district, but there is an opportunity to revisit CLD's emergency binder to make sure it is up to date.

- Video games have finally arrived at the Severance Library! Since opening, having video games for browsing has been the number one request from patrons. After analyzing statistics, it was determined that Nintendo Switch video games are the most requested. Currently, this is a small collection, but they have been very popular, and plans are to continue grow the collection.
-

Communications Update - Communications Specialist Christine Henschler

Highlights

- In April, Digital Communications Coordinator, Brad Vogler, partnered with the Adult Services team to launch a redesigned [webpage](#) that enhanced engagement and provided visual highlights.
- Marketing and Communications Assistant Hailey Fry edited and branded department-submitted videos for National Library Week (April 6–12, 2025). This campaign garnered 197 YouTube views and 17 playlist saves, reached over 3,300 impressions on social media, with an average 5% engagement rate (three posts surpassed 10%), and each post reached an average of 225 users.
- In April, the Communications team promoted a trial of Mango Languages' ASL module with a targeted email campaign. The message, sent twice to 2,855 recipients, achieved a 60% open rate, successfully driving traffic to the trial.

Opportunities and Challenges

- The Communications Specialist developed a full-page ad highlighting summer programs for the May 2025 edition of the Town of Severance Quarterly Newsletter Mailer.
- The Communications Team held working sessions to finalize comprehensive Branding Quick Guides for departments. These resources support a consistent visual identity and streamline project planning across departments.
- The Communications Specialist customized ALA National Library Week templates (posters and flyers) with district branding and event details, then shared them with the Windsor and Severance Libraries and campaign bookmarks. Hailey Fry led the creation of daily social media stories and posts, while the team designed department-specific tabletop displays for passive programs and digital signage for TVs and the website. Collaboration with departments included video editing and branded YouTube templates.
- In April, one of the challenges was adapting to a change to Communico's API disrupted image integration in Savannah's SmartyCat event emails. This issue prevented calendar images from loading correctly. Digital Communications Coordinator Brad Vogler, in collaboration with Orangeboy support, identified a manual workaround to enter images per event. (This issue was later resolved in May following a related complication.)

April 2025 Usage Stats

Key Takeaways:





- Because April is a shorter month and there was a holiday closure, physical circulation was a little lower than in March, but stayed mostly level in comparison to last year. The circulation count for the Severance Library increased significantly compared to April 2024, because Severance had not been open long enough for many items to get renewals at that point.
- Database sessions continued to be high overall due to the addition of Pebblego. An increase in EBSCO sessions was the main factor in April's growth compared to March.
- Visits to the Severance Library were lower than in April 2024, only because the opening day event last year brought in so many people. Off-site patron visits increased dramatically in comparison to the previous month due to high attendance at the United Way Children's Festival and the Weld RE-4 Volunteer Fair. Both libraries had slightly lower patron attendance than in March, just because there were fewer operating days in April, but the off-site count brought the total up.
- Programs continued to do well at all locations. The only reason that Severance attendance was lower than in April 2024 was because the opening day event last year brought in many more people than usual. Program waitlists decreased from March, but still continued to be higher than last year.







About the Dashboards:





- Percentages in blue boxes represent positive change.
- Percentages in gray boxes represent negative or no change.
- Sparklines are small line graphs without axes. They represent the ups and downs of each metric since January 2021, with the end of the line being the most recent month. Severance sparklines begin with the library's opening in April 2024.



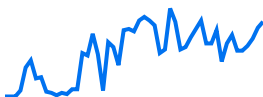

About the Metrics:

- Patrons Served: This metric counts the number of people who physically visit the library in four possible ways: entering the Windsor Library or Severance Library buildings, visiting the Bookmobile, and attending Outreach events. "Off-site" visitors are a combination of the Bookmobile and Outreach patron counts.
- Circulation: Circulation includes the checkouts and renewals of all physical items, checkouts and renewals of downloadable and streaming content, and database usage. Off-site circulations are from the Bookmobile, BAM (Books and More), and the administration office.
- Programs: Program attendance is the combined count of attendees to in-person and virtual programs. This section also includes the total number of virtual and in-person programs, and a count of waitlisted patrons for programs at full capacity.
- Cardholders: Active cardholders had some kind of activity associated with their library account in the past month, including checkouts, renewals, and virtual borrowing. New cardholders are patrons who signed up for a new card in the past month.
- Meeting Rooms: This is the number of hours that patron-bookable meeting rooms were reserved in comparison to the total number of hours those meeting rooms were available, represented as a percentage.
- Website Stats: Pageviews represents the number of times a page on the library website was visited.



Patrons Served			
Apr 2025	vs. Mar 2025	vs. Apr 2024	Sparklines
Windsor Patrons 11,356	-0.82%	5.98%	
Severance Patrons 3,953	-6.53%	-18.81%	
Off-site Patrons 2,872	93.79%	38.01%	
Total Patrons 18,181	5.94%	2.92%	



Circulation			
Apr 2025	vs. Mar 2025	vs. Apr 2024	Sparklines
Windsor Circs 23,364	-9.81%	-6.31%	
Severance Circs 6,110	-10.55%	29.31%	
Off-site Circs 1,769	22.51%	-28.64%	
Total Circs 31,243	-8.59%	-2.80%	
Digital Circs 13,379	-2.39%	11.86%	
Database Usage 15,018	35.61%	76.43%	



Program Attendees			
Apr 2025	vs. Mar 2025	vs. Apr 2024	Sparklines
Windsor Attendees 1,879	45.32%	122.63%	
Severance Attendees 1,242	0.89%	-19.97%	
Off-site Attendees 2,441	58.10%	34.42%	
Total Attendees 5,562	36.73%	29.59%	


Number of Programs			
Apr 2025	vs. Mar 2025	vs. Apr 2024	Sparklines
Windsor Programs 78	47.17%	27.87%	
Severance Programs 48	-4.00%	29.73%	
Off-site Programs 62	8.77%	-1.59%	
Total Programs 188	17.50%	13.25%	

*Totals include online programs.

Program Waitlists			
Apr 2025	vs. Mar 2025	vs. Apr 2024	Sparklines
Waitlisted People 112	-36.36%	57.75%	
Waitlisted Programs 19	-26.92%	18.75%	

Cardholders			
Apr 2025	vs. Mar 2025	vs. Apr 2024	Sparklines
Active Cardholders 6,181	0.13%	15.55%	
New Cardholders 362	0.84%	-34.18%	

Meeting Rooms			
Apr 2025	vs. Mar 2025	vs. Apr 2024	Sparklines From Apr '24
Windsor 42.92%	7.49%	-14.74%	
Severance 31.81%	21.00%	46.86%	

Website Stats			
Apr 2025	vs. Mar 2025	vs. Apr 2024	Sparklines
Pageviews 34,032	-6.53%	-6.85%	

LIAISON REPORTS - MAY 2025

Town of Windsor - Board Member Lanine Peltz

- Kyger Reservoir renovation completion anticipated for mid-June. Permits for non-motorized use are available through the Windsor Community Recreation Center, with access once the reservoir is officially open.
- Blood Drive June 19 at 405 Main St., Windsor
- The Front Range Passenger Rail project is seeking public input through a survey at www.ridethefrontrange.com. The survey closes June 15.
- Plenty of volunteer opportunities throughout the Town - more info at <https://windsorgov.com/397/Volunteer-Program>.
- The Town Board passed an ordinance prohibiting the sale of dogs and cats in retail stores. Retail stores may still partner with PACFA-licensed rescue organizations.
- Windsor Citizen Academy will seek applications in mid-summer with a Sept 2 start date—more info at <https://www.windsorgov.com/1412/Windsor-Citizen-Academy>.
- We had a presentation from Sustainable Windsor Colorado with an update on all of their progress on various initiatives since their inception. They will have a clean-up day on May 31 along SH257. They've partnered with Common Good Compost for a discount on the monthly subscription rate for those interested in composting. They've partnered with Xcel Energy to provide free Home Energy Squad visits—more info at www.sustainablewindsorco.org.
- Thursday Summer Concerts kick off June 12, 6:30-8:30 p.m. at Boardwalk Park. [Concert Schedule](#)
- The official Town of Windsor newsletter
 - [Windsor Matters](#)

Weld RE-4 School District - Board Member Jennifer Hansen

- Ridgeline Middle School is beginning to be filled with furniture and fixtures!
- The Severance Middle School classroom expansion is scheduled to be completed before students return in August.
- Windsor Middle School was not awarded the 10 million dollar grant, which was going to be used to revitalize WMS. The district is going back to the drawing board with our architects.
- District office construction is in full swing!
- Most of the schools will be getting repairs and upgrades this summer, with Bond Funds.
- Weld RE-4 School District
 - [News Feed](#)
 - [Events](#)

Town of Severance - Council Member Craig Joseph

- The official Town of Severance newsletter
 - [Severance Scoop](#)
- Community Events
 - [2025 Events](#)

City of Greeley - Mayor Pro Tem Dale Hall

- Greeley City Scoop newsletter
 - [City Scoop](#)
- Greeley's Got it
 - [Visit Greeley](#)

TREASURER'S REPORT - APRIL 2025

The financials include Budget vs Actuals and Balance Sheet.

The average monthly yield for April in Colotrust is 4.3945%, down .006% from March.

The total increase in fund balance through April is \$3,035,840, primarily due to the Weld County Tax Distribution deposit made for April of \$3,421,819.

Operating Revenue is at 71% of the budget and on target to meet or exceed the budget amounts.

All accounts payable are current, and the "Other Current Liabilities" on the balance sheet are all related to April-related payroll taxes that will be paid in May.

Expenditures are at 26% of the operating budget, with 33% of the year elapsed through April. Lease payments on the Severance Library occur semi-annually, and there have been no capital expenditures to date.

Clearview Library District
Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L
January - April, 2025

	Actuals January 1 - April 30	Total 2025 Budget	Over/Under Budget	% of Budget
Income				
3050 Property Tax	5,092,548	6,779,261	(1,686,713)	75.12%
3051 Other Income	207,164	423,492	(216,328)	48.92%
3120 Specific Ownership Tax	95,310	300,000	(204,690)	31.77%
Total Income	\$ 5,395,022	\$ 7,502,753	\$ (2,107,731)	71.91%
Gross Profit	\$ 5,395,022	\$ 7,502,753	\$ (2,107,731)	71.91%
Expenses				
3901 Benefits	302,072	1,049,655	(747,583)	28.78%
4011 Salaries	896,410	3,217,983	(2,321,573)	27.86%
4049 Operating Expenses	308,137	812,995	(504,858)	37.90%
4051 Public Relations	42,947	137,874	(94,927)	31.15%
4052 Programming	20,041	98,000	(77,959)	20.45%
4087 Materials	131,857	511,500	(379,643)	25.78%
4088 IT	50,903	279,598	(228,695)	18.21%
4089 Vehicle Operations and Maintenance	2,379	26,250	(23,871)	9.06%
4710 Land/Building Improvements	-	150,000	(150,000)	0.00%
4723 Lease Payment	-	361,486	(361,486)	0.00%
Total Expenses	\$ 1,754,747	\$ 6,645,341	\$ (4,890,594)	26.41%
Net Operating Income	\$ 3,640,275	\$ 857,412	\$ 2,782,864	424.57%
Net Income	\$ 3,640,275	\$ 857,412	\$ 2,782,864	424.57%

Clearview Library District
Balance Sheet
As of April 30, 2025

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	\$11,422,982
Accounts Receivable	\$0
Other Current Assets	\$3,421,819
Total Current Assets	\$14,844,801
Other Assets	\$0
TOTAL ASSETS	\$14,844,801
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	\$39,656
Credit Cards	\$0
Other Current Liabilities	\$33,159
Total Current Liabilities	\$72,815
Long-Term Liabilities	\$0
Total Liabilities	\$72,815
Equity	
2860 Non-Spendable	\$0
2861 Restricted	\$135,000
2862 Committed	\$5,885,349
2863 Unrestricted	\$5,111,362
3000 Opening Bal Equity	\$0
Net Income	\$3,640,275
Total Equity	\$14,771,986
TOTAL LIABILITIES AND EQUITY	\$14,844,801

DRAFT MINUTES

Call to Order

President Cole Gerstner called the meeting to order at 5:30 p.m.

Mission

Cultivate Curiosity. Enlighten the Mind. Strengthen the Community.

Roll Call

Present: President Cole Gerstner, Vice-President Kendra Adams (joined online), Treasurer Lisa Gagliardi, Secretary Jeromey Balderrama, Trustee Ron Dunworth, Trustee Cherilyn Barringer, Town of Windsor Liaison Lainie Peltz (joined at 5:38 p.m.), City of Greeley Liaison Dale Hall (joined online), and Attorney Bill Garcia

Absent: Weld RE-4 School District Liaison Jennifer Hansen, Town of Severance Liaison Craig Joseph

Staff: Director Erica Rose, Head of IT/Tech Services Beth Fransen, Financial Administrator Sarah Watson, Executive Operations Coordinator Natalie Wagner, and Information Technologist Ed May

Review of Agenda

Nothing at this time.

Public Input

Nothing at this time.

Director's Report - Erica Rose, Library Director

- Introduction of Staff
 - Financial Administrator Sarah Watson
 - Communications Assistant Hailey Fry
- Communication and Monthly Statistics
 - Director Rose reported on the Director's Report, highlighting that patron counts are increasing, database usage is down a little bit, potentially due to spring break, and that programming counts grew 40% from March. The district is currently hiring for an Adult Services Supervising Librarian, a Youth Services Assistant, and a Mobile Services Assistant. Additionally, reporting that the meeting room usage will increase with after-hours operating at the Severance Library.

Follow-Up Questions to Board/Liaison Reports

Liaison reports can be found in the board packet.

Treasurer's Report - Lisa Gagliardi, Treasurer

Lisa reported that the Treasurer's Report can be found in the board packet. Lisa reviewed the balance statement with the board. Lisa thanked Director Rose, Natalie, and Sarah for their work toward producing the Treasurer's Report.

Motion by Jeromey Balderrama, second by Ron Dunworth, to accept the Treasurer's Report as presented for March 2025; motion passed unanimously.

Friends & Foundation Report - Lisa Gagliardi

Lisa reported that Clearview Reads is this Saturday, and general tickets are still available. Lisa said that the Friends and Foundation are seeking to replace the software, Nation Builder.

Old Business

- Approve Minutes of the March 27, 2025, Regular Board Meeting
 - Minutes were approved.
 - Motion by Ron Dunworth, second by Lisa Gagliardi, to approve minutes of the March 27, 2025, Regular Board Meeting; motion passed unanimously.
- Strategic Quarterly Update – Erica Rose, Library Director
 - Director Rose reported on receiving good feedback on website updates, growing community engagement, continuing work on the MOU with the Weld RE-4 School District, and beginning steps toward a community assessment.

New Business

- Financial Accounts Access – Erica Rose, Library Director
 - Director Rose stated that Financial Administrator Sarah Watson needs to be given access to view financial accounts.
 - Motion by Lisa Gagliardi, second by Ron Dunworth, to approve access to view financial accounts for Financial Administrator Sarah Watson; motion passed unanimously.
- Marmot- Beth Fransen, Head of IT/Tech Services
 - Beth shared a slideshow presentation overview of the Marmot Library Network and the benefits of Clearview Library District becoming a member library.
 - The board held an active conversation with questions concerning joining this consortium.
 - Motion by Jeromey Balderrama, second by Lisa Gagliardi, to approve Clearview Library District becoming a member library of the Marmot Library Network; motion passed unanimously.
- Fine Free – Beth Fransen, Head of IT/Tech Services
 - Beth shared a slideshow presentation that focused on removing all fines from materials borrowed and adjusting lost item billing dates.
 - The board discussed fines, a shortened billing process, and incentives to borrowers to return borrowed materials.
 - Before the next regular board meeting, the Check Out Information Policy will be reviewed and updated. Upon acceptance of this updated policy, the board will move to accept going fine-free on all materials borrowed.

- Colorado Public Library Standards: Facilities and Infrastructure Checklist – Jeromey Balderrama, Secretary
 - Jeromey presented a slideshow presentation reviewing sixteen responses from a survey sent to the board, administrative staff, and supervisors. This survey consisted of questions in regards to buildings, technology infrastructure, safety, ADA, facility maintenance, and more.
 - President Gerstner asked that the slide deck be shared prior to the board meeting. Jeromey will share the slide deck with the board on the Friday before a regular board meeting.

President Gerstner called a five-minute recess.
The board meeting resumed at 7:50 p.m.

Executive Session

An Executive Session Pursuant to C.R.S. § 24-6-402 (4)(e) for the purpose of determining matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators relative to the improvement of the Main St. Property.

Motion by Jeromey Balderrama, second by Ron Dunworth, to go into Executive Session Pursuant to C.R.S. § 24-6-402 (4)(e) for the purpose of determining matters that may be subject to negotiations, developing a strategy for negotiations, and instructing negotiators relative to the improvement of the Main St. Property; motion passed unanimously at 7:53 p.m. The board ended the Executive session at 8:41 p.m.

Kendra Adams was excused and left the meeting at 8:41 p.m.

President Gerstner called the regular board meeting to order at 8:44 p.m. and announced that everyone remained present.

Present: Cole Gerstner, Lisa Gagliardi, Jeromey Balderrama, Ron Dunworth, Cherilyn Barringer, Attorney Garcia, Erica Rose, Natalie Wagner

Upcoming Agenda

Summer Adventure Program
Check Out Information Policy
Fine Free
Policy vs Procedure
CPLS: Budget

Adjourn

Motion by Ron Dunworth, second by Lisa Gagliardi, to adjourn; motion passed unanimously. The meeting adjourned at 8:44 p.m.

Upcoming Meetings

- Board of Trustees Regular Meeting, May 29, 2025, 5:30 p.m. – Windsor Library and Zoom
- Board of Trustees Regular Meeting, June 26, 2025, 5:30 p.m. – Severance Library and Zoom

The Clearview Library District will make reasonable accommodations for access to library services, programs, and activities, and make special communication arrangements for persons with disabilities. Please call 970-686-5603 by noon on the business day before the meeting to make arrangements.

DRAFT

MEMORANDUM

To: Library Board of Trustees

Via: Erica Rose, Library Director

From: Policy Committee, Jeromey Balderrama and Cherilyn Barringer

Date: May 29, 2025

Re: Check Out Information Policy/Fine Free

Item 5.3/5.4: New Business

Background / Discussion

The Check Out Information Policy has been reviewed and updated to align with materials that check out/borrow being fine-free. Upon acceptance of this updated policy, it is recommended that the board move to accept going fine-free on all materials borrowed.