

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 - Erica Rose, Director

Follow-Up Questions to Liaison Reports

Board Updates

Treasurer's Report - Cherilyn Barringer, Treasurer

Friends & Foundation Report - Cherilyn Barringer

Old Business

- Approve Minutes of the August 27, 2026, Regular Board Meeting (Action)

- Library of Things Policy Update - Jeromey Balderrama, Vice President (Information)
- Board Opening Update - Erica Rose, Director (Information)

New Business

- Candidacy for Library Board Vacancy (Bylaws 4.3.6.3) - Cole Gerstner, Trustee (Action)
- Marmot Presentation - Dr. Adam Murray, Executive Director, Marmot Library Network (Information)
- Summer Adventure Program Recap - Casey Lansinger-Pierce, Senior Manager, Severance Library (Information)
- Preliminary 2027 Revenue Numbers and Budgeting Process—Erica Rose (Information)
- Directors' Evaluation Process - Lisa Gagliardi, President (Information)
- Board Self-Evaluation - Jeromey Balderamma, Vice President (Information)
- Colorado Association of Libraries Conference Update - Jeromey Balderrama, Vice President (Information)
- Colorado Public Library Standards Review: Evaluation and Planning - Jeromey Balderrama, Vice President (Information)

Executive Session

An Executive Session Pursuant to C.R.S. § 24-6-402(4)(b): Conference with an attorney for the Clearview Library District Board of Trustees to receive legal advice regarding liability waivers.

Upcoming Agenda**Adjourn**

Upcoming Meetings

- Board of Trustees Regular Meeting, October 29, 2026, 5:30 p.m. - Severance Library
- No November Board of Trustees Regular Meeting
- Board of Trustees Regular Meeting, December 10, 2026, 5:30 p.m. - Severance Library

The Clearview Library District will make reasonable accommodations for access to library services, programs, and activities, and will 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 - AUGUST 2026

Districtwide Update - Director Erica Rose

August centered on leadership development, collaboration, and strategic operational planning as the District prepares for its next chapter of growth. Taking advantage of a closure for systemwide Marmot upgrades, staff gathered on August 3 for All Staff Day. Director Rose provided comprehensive district updates, and the team completed required IT, sexual harassment, and active shooter training. This day also allowed us to continue strategic planning efforts; staff participated in Strategic Plan focus groups, teeing up work that continued throughout the month in close collaboration with our consultant, Library Logic, and the Strategic Planning Committee.

Following the conclusion of another record-breaking Summer Adventure Program, staff enjoyed a programming break to recharge and reset before fall offerings. Additionally, we are thrilled to share that the long-awaited bookmobile remodel was completed after going into the shop for the final two weeks of August. The renovations were finished right in time to showcase the updated mobile branch at the Harvest Festival.

This month, executive leadership collaborated on two key initiatives: 1) planning for space transitions as we prepare for staff location shifts; 2) recruitment interviews for key Programming & Engagement (P&E) Librarian roles. Finally, interagency relationships remained a priority through attendance at Foundation meetings, School District and Chamber events, meetings with other local library directors, and a joint Kiwanis & Foundation Open House at the Windsor Library.

Admin Team Highlights, Opportunities & Challenges

- **Finance and Human Resource** -Finance Manager Sarah Watson; HR Manager Tracy Barger
 - Budget season is in full swing. Finance Manager Sarah Watson has leveled up our process by creating standardized budget documentation and timelines for each department. In August, she met with all department heads for budget discussions in order to learn about and support their budget needs and planning processes.
 - HR and Finance continue to collaborate in preparation for the implementation of our new payroll system.
 - HR manager Tracy Barger continued to lead and support teams as we continued to navigate the reorg. This month included a heavy workload of recruitment, onboarding, offboarding, and other HR paperwork.
- **IT** -IT Manager Ken Reynolds
 - The team invested in security and access by deploying Cisco Secure Endpoint access across CLD devices, upgrading Google Workspace licensing to enhance

- access controls, and enabling remote administration for alarm panels at library locations.
- Staff support was prioritized by simplifying the employee helpdesk experience through issue-based ticket routing, integrating and mounting a new TV on the Bookmobile, and trialing various waiver systems for potential use on the frontlines.
 - The Innovation Technology team is quickly gathering steam, and made tremendous progress in design, planning, and budget prioritization as we prepare for a 2027 launch of Makerspaces. Visits to neighboring libraries, to observe and gain insights about their technology initiatives was a key part of this month's preparation.
 - **Administrative Operations** -Administrative Operations Manager, Natalie Wagner
 - **Communications**
 - The team worked on Meta Ads Planning + Program/Event Highlights, showcasing Shark Week, Bookmobile remodel, WCRC Outpost Closure for annual cleaning, Fall WCRC Activity Guide, and Helping Every Student Succeed Campaign, which tied in with the Educators Card Campaign, and highlighted Windsor Library After-Hours and Happy National Dog Day posts. Additional collaboration took place with the Outreach team to procure merchandise and social media posts for the annual Windsor Harvest Festival. Behind the scenes, staff managed website cleanup ,patron emails, and reviewed survey data and statistics.
 - **Facilities**
 - Facilities spent time assessing spaces for future storage uses, needs of locations inside and outside, as well as prioritizing and responding to all immediate requests as needed.
 - **Technical Services**
 - This team transitioned from Sierra's automated acquisitions back to the standard workflow to resolve invoice errors. Additionally, time was spent reviewing all tech services contracts and expenditures to prepare the 2027 budget, which includes evaluating new digital offerings (like LinkedIn) for libraries.
-

Public Service Update - Head of Public Services Casey Lansinger-Pierce
8/12/2026, Senior Manager, Severance Library - Casey Lansinger-Pierce

Highlights and Opportunities

- Completed in late August, the long-awaited Bookmobile remodel was finished just in time for its debut at the Windsor Harvest Festival. Patrons responded with great enthusiasm, offering many compliments on the sleek, modern touches!
- Following the conclusion of the Summer Adventure Program on July 31, we transitioned directly into discussions of interest with several public services team members to support the ongoing organizational restructuring. These conversations involved connecting with

staff interested in open librarian roles and meeting with program assistants to determine their preferences for specialist positions and work locations.

- The Clearview Library District was represented by Casey and Program & Engagement Coordinator Sadie Metzler at Weld RE-4 School District's annual convocation held at Severance High School. The team connected with 375 school district staff as they visited various vendor booths throughout the event. Additionally, public services staff engaged with 590 attendees at Orchard Hill Elementary School's Scoop and Soar back-to-school event, along with 225 community members during Windsor Charter Academy's back-to-school night.
- Initial interviews for the Program & Engagement Librarian III position were conducted by Casey, HR Manager Tracy Barger, and Director Erica Rose. Second-round interviews were held in person between late August and early September.
- In collaboration with Great Outdoors Colorado, Youth Services Assistant Clara Kelley hosted a youth fishing program for ages 9–12 at Blue Spruce Pond located in Severance. There is shared excitement about this new partnership with an incredible nonprofit whose Generation Wild initiative helps connect children with nature, and we look forward to developing additional collaborative programs in the future.

Customer Service Update - Head of Customer Service Amanda Brian
8/12/2026, Senior Manager, Windsor Library - Amanda Brian

Highlights and Opportunities

- Windsor Library welcomed part-time Customer Service Specialist Bri Andrews. We are thrilled to have her on the team!
- Since Severance Library serves as the distribution hub for all Marmot items, it receives a high volume of returned materials that quickly fill its shelves. To help manage this, Collection Development Librarian Jennifer Bradley has implemented a redistribution process to run lists and have the Severance Library team pull items to send to Windsor Library. Her help is greatly appreciated in keeping both libraries well-stocked.
- The Severance Library had 16 after-hours reservations and nine notary appointments in August. In its first full month, Windsor Library had five after-hours reservations.
- On August 3, both libraries were closed for staff training. The customer service team greatly appreciated the professional development opportunity. However, closing on a Monday significantly increased the volume of returns and holds for the remainder of the week. Staff ability to quickly recover from closure days and keep library materials moving continues to be impressive.
- With half of the Severance Library customer service staff on vacation during the second week of August, Customer Service Supervisor Rob Wygal managed staffing creatively. While Amanda Brian assisted where possible, the team relied heavily on our substitute, Alyssa Fisher. Alyssa has provided immense help this summer across both Severance and Windsor. As she leaves this fall to pursue a full-time career in counseling, her departure highlights the ongoing benefit of building a substitute pool for our district.

REPORTS OF THE LIAISONS - SEPTEMBER 2026

Town of Windsor - Board Member Lainie Peltz

- Windsor updated its municipal code to allow chicken coops up to 10 feet in height for easier access and eliminated the permit fee, and there is no longer a permit required to raise up to 6 chickens at a time. HOA and Metro District rules may supersede this code and not allow chickens.
- As with every other entity, Windsor is in the midst of 2027 budget discussions.
- The second season of the Sculpture on Loan program was kicked off over Labor Day weekend. New sculptures are on display around Windsor Lake.
- Windsor's upcoming Fall Clean-Up Days are Oct. 9 and 10, and more information will be in the water bill newsletter. Vouchers or a valid Windsor address ID are required.
- Windsor is pleased to announce the 2nd season of branch and leaf collection, which will be held over 6 weekends in October and November. \$10/load.
- The official Town of Windsor newsletter
 - [Windsor Matters](#)
 - [Events](#)

Weld RE-4 School District - Board Member Jennifer Hansen

- 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
 - [Events](#)

City of Greeley - Council Member Brian Rudy

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

TREASURER'S REPORT - AUGUST 2026

Statement Overview

The financials include a Budget vs. Actuals and a Balance Sheet summary. For purposes of the basis of accounting, the district follows the modified accrual basis, in which revenues are recorded when they are available and measurable. Expenditures, other than debt service payments, are recorded when the liability is incurred.

Investments

The average monthly yield for August in Colotrust is 3.82%, a 0.06% change from the July statement.

Fund Balance

The total increase in fund balance through August is \$3,781,026. Mainly due to property tax revenue, which represents 98% of the current budget with only 66% of the year elapsed.

Operating Expenses

Total expenditures are currently \$4,090,808, which represents 57% of the total operating budget, with 66% of the year elapsed. Most expenses are running lower than anticipated but should catch up by year-end.

Clearview Library District
Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L
January 1 - August 31, 2026

	Total			
	Actuals January 1 - August 31	Total 2026 Budget	Over/Under Budget	% of Budget
Revenue				
Property Tax	7,212,872	7,382,728	(169,856)	98%
Other Income	452,193	523,028	(70,835)	86%
Specific Ownership Tax	206,769	300,000	(93,231)	69%
Total Revenue	\$ 7,871,834	\$ 8,205,756	\$ (333,922)	96%
Expenses				
Benefits	680,062	1,228,488	(548,426)	55%
Salaries	2,006,263	3,501,710	(1,495,447)	57%
Operating Expenses	556,235	822,597	(266,362)	68%
Public Relations	96,833	174,500	(77,667)	55%
Programming	59,455	110,000	(50,545)	54%
Materials	298,930	521,000	(222,070)	57%
IT	174,367	268,000	(93,633)	65%
Vehicles	27,467	32,000	(4,533)	86%
Capital	140,618	212,000	(71,382)	66%
Lease Payment	50,578	361,156	(310,578)	14%
Total Expenditures	\$ 4,090,808	\$ 7,231,451	\$ (3,140,643)	57%
Net Income	\$ 3,781,026	\$ 974,305	\$ 2,806,721	388%

Clearview Library District
Balance Sheet
As of Aug 31, 2026

	Total
Assets	
Cash and Investments	16,647,689
Other Current Assets	191,637
Total for Assets	\$ 16,839,326
Liabilities	
Accounts Payable	74,166
Other Current Liabilities	44,243
Total for Liabilities	\$ 118,409
Fund Balances	
Restricted	216,944
Operating Reserve	3,615,726
Capital Reserve	1,670,544
Long-Term Planning	7,436,678
Net Income	3,781,026
Total for Fund Balances	\$ 16,720,917
Total for Liabilities and Fund Balances	\$ 16,839,326

DRAFT MINUTES

Call to Order

President Lisa Gagliardi called the meeting to order at 5:30 p.m.

Mission

Cultivate Curiosity. Enlighten the Mind. Strengthen the Community.

Roll Call

Present: Vice President Jeromey Balderrama, Treasurer Cherilyn Barringer, Secretary Caitlin Evans, Trustee Cole Gerstner (joined at 5:34 p.m.), Trustee Alternate Michael Kessler, Town of Windsor Board Member Lainie Peltz, Weld RE-4 School District Liaison Jennifer Hansen, Town of Severance Liaison Craig Joseph, and Attorney Bill Garcia

Absent: President Lisa Gagliardi, City of Greeley Liaison Brian Rudy

Staff: Director Erica Rose, Senior Manager, Severance Library Casey Lansinger-Pierce, Administrative Operations Manager Natalie Wagner, and Innovation Technology Supervisor Jesse Feavel

Vice President Jeromey Balderrama moved Alternate Trustee Michael Kessler to voting status.

Review of Agenda

Erica asked that the New Business MOU Clearview Library District/Weld RE-4 School District Presentation be moved to the top of the agenda.

Motion by Cherilyn Barringer, second by Michael Kessler, to amend the agenda; motion passed unanimously.

Public Input

No public comment was given.

Director's Report - Erica Rose, Director

The Director's Report is included in the board packet.

Director Rose welcomed new Executive Assistant Jami Heiss. Director Rose showcased July initiatives, including the Musical Playground, Nature Makers, Teen Geode Cookie Program, participation in the Town of Severance Safety Fair, and Bookmobile updates. Director Rose addressed recent access issues at Windsor Library caused by surrounding municipal and school construction projects. IT moved cloud print servers to server rooms for security and supported the Summer Adventure Program. Staff also successfully managed a 3-day third-party outage (Lumen/Marmot) with zero data loss. Director Rose detailed ongoing staff reorganizations (including Librarian 2 and 3 positions) with space adjustments targeted for November. Strategic

Planning focus groups wrapped up in August, keeping the draft plan on track for an October reveal. Director Rose shared that the Summer Adventure Program had record-breaking numbers again this year! Amanda McKee, the Baby Rave Programming Librarian, was also highlighted. Director Rose updated the board on the organization's restructuring and the strategic planning process to date.

Follow-Up Questions to Liaison Reports

The liaison reports are included in the board packet.

Jennifer updated the board that the current school district enrollment is 8,657, not 1,657. Lainie shared that Coffee with the Mayor will be held at the Windsor Recreation Community Center at 10:00 a.m.

Board Updates - Lisa Gagliardi, President

Cherilyn reported on a comprehensive benefits survey comparing Clearview against seven local entities, concluding that Clearview's benefit package remains competitive or better and requires only minor adjustments.

Cole formally proposed amending Bylaw Section 6.2 to remove remote/telephonic voting privileges, stating that audio quality issues hinder full participation and that the board's alternate trustee system should handle absences instead. Action was tabled for the next meeting.

Treasurer's Report - Cherilyn Barringer, Treasurer

The Treasurer's Report is included in the board packet.

Cherilyn presented financials through July, noting \$4.1 million in reserves. Revenues are largely recognized, while expenses stand at ~50% (under the 60% mark for the year), driven by the timing of upcoming capital projects, loan payments, and vacancy savings. Director Rose added that preliminary county notifications project a ~10% revenue drop for 2027, driven primarily by oil and gas valuation fluctuations and the two-year property reassessment cycle.

Friends & Foundation Report - Cherilyn Barringer

Cherilyn reported that the Friends and Foundation board will need four new members in November due to term expirations, announced that "Friendsgiving" is planned for November, and narrowed the Clearview Reads author shortlist to two contenders. The Friends and Foundation are promoting the fundraising event, [Casino Night](#), co-hosted with the Kiwanis Club of Windsor on Saturday, October 24, 2026, from 6:30 p.m. to 9:00 p.m. at Pelican Lakes Golf and Country Club, in the Pelican Lakes Banquet Room, located at 1620 Pelican Lakes Point, Windsor.

Old Business

- Approve Minutes of the July 30, 2026, Regular Board Meeting
 - Minutes were approved.
 - Motion by Cole Gerstner, second by Cherilyn Barringer, to approve minutes of the July 30, 2026, Regular Board Meeting; motion passed unanimously.
- Explore Kits Policy - Jeromey Balderrama, Vice President

- Jeromey updated the board on progress, noting that because insurance recommendations and liability management necessitate standard waivers and clear procedures, this policy continues to be a work in progress to allow time to draft required liability waivers and outline administrative procedures. The board discussed effective dates versus adoption dates and agreed to rebrand the collection from "Explore Kits" to the industry-standard "Library of Things." This policy will be reviewed again at the September regular board meeting.
- Open Records and Records Retention Policies: Merged - Jeromey Balderrama, Vice President
 - Jeromey shared an update on the why of merging these two legacy policies into a unified structure that delegates administrative fees and procedural tracking to staff.
 - Motion by Cole Gerstner, second by Michael Kessler, to adopt the Open Records Policy, Regular Board Meeting; motion passed unanimously.

New Business

- MOU Clearview Library District/Weld RE-4 School District Presentation - Erica Rose, Director; Casey Lansinger-Pierce, Senior Manager, Severance Library; Mollie Amundson, Weld RE-4 School District Lead District Librarian; and Hannah Adams, Weld RE-4 School District Librarian
 - Mollie opened the presentation with a historical reference to the Weld RE-4 School District and the Clearview Library District, which have worked together over the years and share the same district boundaries. Erica emphasized the importance of collaborating with the school district. Casey addressed planning through this MOU and being strategic planning partners. Hannah spoke to ensuring the longstanding partnership and continued collaboration. Mollie expressed appreciation for the Clearview Library District educator library card, supplemental instructional tools, e-resources, and databases. Casey addressed implementation and the review of coordinated work. Maintain and work through the developed SOP and the consistent framework for working together and workflows. Erica spoke with all parties involved in creating this MOU, and everyone is excited and proud to be part of it. The MOU will be reviewed annually to keep it up to date and implement any changes. This presentation will be presented at the Weld RE-4 School District's upcoming working session.
 - The board praised the collaboration. Jeormey raised questions about mechanisms for shared funding (e.g., joint database subscriptions), which staff noted could be incorporated into the annual SOP review process.
- Board Opening - Erica Rose, Director
 - Director Rose outlined the selection process for Cole's seat (retiring in December). The vacancy notice will run in the *Greeley Tribune* September 2–23, with applications due September 27 and interviews set for early October. Jeromey will represent the board on the selection committee alongside local liaisons.

- Colorado Public Library Standards Review: Marketing and Public Relations - Jeromey Balderrama, Vice President
 - The board reaffirmed its initial focus on school outreach materials and Spanish-language site alerts; establishing an emergency community hub with local managers; using demographic data to guide programming; and broadening trustee-level advocacy with local officials. Leveraging statewide/national campaigns will continue as a standard effort, while Jeromey noted the board is piloting a three-year standards review cycle to align with trustee term limits.

Upcoming Agenda

Board Opening Update

Marmot Presentation – Dr. Adam Murray, Marmot Executive Director

Summer Adventure Program Recap

Colorado Association of Libraries Conference Reports

Library of Things Policy

Adjourn

Motion by Cherilyn Barringer, second by Caitlin Evans, to adjourn; motion passed unanimously. The meeting adjourned at 7:10 p.m.

Upcoming Meetings

- Board of Trustees Regular Meeting, September 24, 2026, 5:30 p.m. – Windsor Library and Zoom
- Board of Trustees Regular Meeting, October 29, 2026, 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 will make special communication arrangements for persons with disabilities. Please call 970-686-5603 by noon on the business day prior to the meeting to make arrangements.

MEMORANDUM

To: Library Board of Trustees
Via: Erica Rose, Director
From: Jeromey Balderrama, Vice President

Date: September 24, 2026
Re: Library of Things Policy Update
Item 4.2: Old Business

Background

As a brand-new district policy, this document establishes collection curation standards, circulation limits, and patron use guidelines for the district's "Library of Things," which includes items ranging from STEM and creative arts kits to outdoor recreation gear. The policy outlines standardized loan periods, borrower requirements, and industry best practices to ensure both equitable community access and responsible asset management.

Attachments

Library of Things Policy

Library of Things Policy

The Clearview Library District *Library of Things* Collection supports lifelong learning, creativity, and access to hands-on experiences for the community. *Library of Things* includes non-traditional library materials that promote exploration in science, technology, the arts, literacy, and recreation.

The *Library of Things* collection is developed in alignment with the District's [Collection Development policy](#) and reflects community needs, emerging trends, and the library's mission.

Types of *Library of Things* Items

The District may include, but is not limited to, the following categories:

- **STEM Kits** (e.g., robotics kits, coding devices, microscopes, circuit kits)
- **Creative Arts Kits** (e.g., drawing sets, crafting kits, music kits)
- **Technology Kits** (e.g., tablets with restricted access, hotspots where applicable, photography kits)
- **Outdoor & Recreation Kits** (e.g., birdwatching kits, hiking backpacks, nature exploration kits)
- **Life Skills Kits** (e.g., cooking tools, home repair basics, gardening kits)
- **Maker Space Kits** (e.g., wood carving, jewelry making, leather stamping)

Circulation Guidelines

To ensure equitable access and responsible use, the following circulation limits and conditions apply:

- **Clearview Library Card:** Patrons must have a valid Clearview Library card in good standing to borrow *Library of Things* items.
- **Checkout Limit:** Up to five *Library of Things* items per patron account
- **Waiver:** Signature of *Library of Things* Liability Waiver
- **Policies:** By checking out a *Library of Things* item, patrons agree to [follow all District policies](#) and all state and federal laws governing the use of that item. Borrowers also agree that the Clearview Library District is not responsible for any

injury, loss, or damage that may occur as a result of use of *Library of Things* items.

- **Loan Period:** 2 weeks (14 days)
- **Renewals:** Up to 2 renewals, provided no holds are placed on the item
- The District reserves the right to deny access to *Library of Things* items if a patron violates the policy or misuses equipment.

Additional circulation conditions may apply based on specific kit types.

Release of Liability

Patrons who wish to borrow *Library of Things* items are required to complete a **Library of Things Liability Waiver**, which will be kept on file at the District. A parent or guardian will be **required to sign the waiver** for Clearview Library cardholders under the age of 18.

Lost and Damaged Materials

The Clearview Library District recognizes that *Library of Things* items are intended for hands-on use and that normal wear and accidental damage may occur.

Fees may be assessed when damage or loss is determined to be:

- The result of negligence, misuse, or intentional damage
- Excessive beyond what would be expected from normal use
- Involving missing components critical to the functionality of the kit

In such cases, charges may include:

- Repair costs
- Replacement of individual components
- Full replacement cost of the *Library of Things* item, if necessary

MEMORANDUM

To: Library Board of Trustees
Via: Erica Rose, Director
From: Cole Gerstner, Trustee

Date: September 24, 2026
Re: Candidacy for Library Board Vacancy (Bylaws 4.3.6.3)
Item 5.1: New Business

Background

Applications are currently being accepted to fill an upcoming vacancy on the Board of Trustees, effective January 2027. In connection with this recruitment process, Administration would like to highlight a specific provision in the District's bylaws regarding the candidacy of the Alternate Trustee.

Per Bylaw Section 4.3.6.3:

4.3.6.3 Notwithstanding the foregoing, a majority of the Library Board may, at its discretion, recommend the candidacy of the Alternate to the Library Board as defined in Article 5 herein. In this event the Alternate shall be considered to have applied for the Vacancy.

MEMORANDUM

To: Library Board of Trustees

Via: Erica Rose, Director

From: Dr. Adam Murray, Executive Director, Marmot Library Network

Date: September 24, 2026

Re: Marmot Presentation

Item 5.2: New Business

Background

The Marmot Library Network is a non-profit library consortium in Colorado that connects public, academic, and school libraries to share physical collections, digital resources, and technology. Founded in 1985 and based in Grand Junction, it helps local libraries pool their resources to lower costs and expand access for everyday users.

Dr. Adam Murray, Executive Director of Marmot, will be present to provide a comprehensive overview of the organization, detailing Marmot's range of service offerings, associate cost structures, and the strategic benefits the consortium offers to Clearview Library District. This session is intended to offer the Board and public insight regarding Marmot's role in supporting our technology infrastructure and enhanced access to resources.

MEMORANDUM

To: Library Board of Trustees

Via: Erica Rose, Director

From: Casey Lansinger-Pierce, Senior Manager, Severance Library

Date: September 24, 2026

Re: Summer Adventure Program Recap

Item 5.3: New Business

Background:

Senior Manager of Severance Library Casey Lansinger-Pierce will highlight this year's Summer Adventure program, which is widely recognized as one of the District's most prominent and impactful community initiatives. Casey will share key milestones, participation statistics, and reflections from the recently concluded summer season. The presentation will demonstrate how the program successfully engaged readers of all ages, fostered community connections, and supported literacy across the District. This annual review provides a valuable opportunity to celebrate staff efforts, evaluate program outcomes, and reflect on the vital role the Summer Adventure Program plays in serving our patrons.

MEMORANDUM

To: Library Board of Trustees

From: Erica Rose, Director

Date: September 24, 2026

Re: Preliminary 2027 Revenue Numbers and Budgeting Process

Item 5.4: New Business

Background

Each August, the District receives preliminary revenue estimates from the Weld County Assessor's Office. Administration uses these figures as a foundation to conduct a thorough, data-informed budgeting process for the year ahead.

Director Rose will present the preliminary revenue projections for 2027 and outline the budgeting process and timeline for the Board. This update establishes the financial framework for 2027 operational planning, detailing milestones and decision points as Administration works toward delivering a balanced budget for official consideration.

MEMORANDUM

To: Library Board of Trustees
Via: Erica Rose, Director
From: Lisa Gagliardi, President

Date: September 24, 2026
Re: Directors' Evaluation Process
Item 5.5: New Business

Background

The [Colorado Public Library Standards](#) guidelines state that the Board of Trustees holds ultimate legal and supervisory responsibility for evaluating the library director.

A 360-degree evaluation provides a comprehensive review process by gathering multidirectional feedback from the Board of Trustees, direct reports, peers, and staff. The Board will review a proposed schedule and framework for conducting this year's multidirectional evaluation in alignment with state standards and governance best practices.

MEMORANDUM

To: Library Board of Trustees
Via: Erica Rose, Director
From: Jeromey Balderrama, Vice President

Date: September 24, 2026
Re: Board Self-Evaluation
Item 5.6: New Business

Background

Boards use the [Colorado Public Library Standards](#) checklist to monitor overall library effectiveness, strategic plans, and community impact.

Library boards are encouraged to regularly evaluate their own productivity, governance, and community engagement to identify training needs and strengthen teamwork. The Board will review a proposed schedule and framework for conducting this year's evaluation in alignment with state standards and governance best practices.

MEMORANDUM

To: Library Board of Trustees
Via: Erica Rose, Director
From: Jeromey Balderrama, Vice President

Date: September 24, 2026
Re: Colorado Association of Libraries Conference Update
Item 5.7: New Business

Background

The Colorado Association of Libraries Conference (CALCON) is held annually. This conference is valuable for both staff and board members who can attend. Several staff and board members attended, and some presented at the conference. An overview of the conference and a summary of key takeaways will be provided to the Board of Trustees.

MEMORANDUM

To: Library Board of Trustees
Via: Erica Rose, Director
From: Jeromey Balderrama, Vice President

Date: September 24, 2026
Re: Colorado Public Library Standards Review: Evaluation and Planning
Item 5.8: New Business

Background

During the CALCON 2024 Conference, the [Colorado Public Library Standards](#) were discussed at a session. Since March 2025, the library board has reviewed a standard at regular board meetings, using an agreed-upon evaluation system. The Board of Trustees has recommended a three-year rhythm for this review, and the District is now in the second year of this established process.