

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF MEEKER REGIONAL LIBRARY DISTRICT HELD AUGUST 26, 2026

A Regular Meeting of the Board of Trustees (the “Board”) of the Meeker Regional Library District was held on August 26, 2026 at 5:30 p.m. at 490 Main St #3330, Meeker, Colorado 81641.

1. CALL TO
ORDER/ATTE
NDANCE

Trustees in Attendance were:

Keri Grieser
Toby Leavitt
John Moffitt
Dan Olson
Michael Cobb

Also in Attendance were:

Kristina Selby
Glory Schmidt, CEGR Law

2. DECLARATIO
N OF
QUORUM

The meeting was called to order at 5:31 p.m. following roll call. A quorum was declared present.

3. POSTING OF
NOTICE

It was noted that notice of the meeting had been properly posted as required by law. The notice also included the agenda items.

4. PLEDGE OF
ALLEGIANCE

President Moffitt then led the Pledge of Allegiance.

5. AGENDA

The Board reviewed the agenda. Upon motion duly made, seconded, and unanimously carried, the Board approved the agenda as presented.

6. PUBLIC
COMMENT

No public comment.

7. JULY 29,
2026 &
AUGUST 7,
2026
MINUTES

The Board reviewed the minutes of the July 29, 2026 and August 7, 2026 minutes. Following discussion and upon motion duly made, seconded, and with unanimous approval, the Board approved the July 29, 2026 and August 7, 2026 minutes as presented.

8. SCHOOL
LIBRARIAN
REPORT

There was no school librarian report available.

9. FINANCIALS

9.a. Monthly Profit & Loss, YTD Balance Sheet, and YTD Budget

Director Selby presented the July Profit and Loss Statement, Year-to-Date Balance Sheet, and Year-to-Date Budget Report.

9.b. July 2026 Financials

Director Selby also presented the claims and July 2026 unaudited financial statements. Upon motion duly made, seconded, and unanimously carried, the Board ratified approval of the claims and accepted the July unaudited financial statements.

10. NEW
BUSINESS

10.a. Assistant Director Job Description

The Board discussed the proposed Assistant Library Director position, including the draft job description, timing for filling the position, and related budget considerations. The Board discussed beginning the position in early 2027 so that associated costs could be incorporated into the 2027 budget, as well as whether funding may be available to fill the position sooner. The Board also discussed the interim performance of certain administrative responsibilities by a district manager.

The Board determined that a specific pay scale would not be included in the job description and discussed developing a separate policy regarding compensation and pay ranges. Upon motion duly made, seconded, and unanimously carried, the Board approved the Assistant Library Director job description, as revised. Discussion regarding the timing and funding of the position remains ongoing.

10.b. Farewell to Trustee Cobb

The Board recognized Trustee Cobb for his dedicated service to the District and expressed its sincere appreciation for his many contributions during his

tenure. The Board reflected on the significant accomplishments achieved during Trustee Cobb's service and thanked him for his commitment, leadership, and support of the District and community. The Board noted that Trustee Cobb will be greatly missed and wished him the very best in all of his future endeavors.

11. DIRECTOR
REPORT

Library Director Kristina Selby presented the Director's Report attached hereto as **Exhibit A** and incorporated herein by this reference.

12. OLD
BUSINESS

12.a. Employee Handbook

Director Selby presented the Employee Handbook to the Board, which incorporated revisions discussed at the prior Board workshop. The Board reviewed the Handbook and discussed additional revisions, including revising the attendance and punctuality provisions to remove the requirement that the referenced two days be consecutive.

Upon motion duly made, seconded, and unanimously carried, the Board approved the Employee Handbook, as further revised, effective September 1, 2026.

12.b. Library Board Application Process

Director Selby provided an update regarding the Library Board trustee application process. Ms. Leavitt reported that four trustee applications were submitted to the County on September 17, 2026. Director Selby reported she had tried to turn them in earlier, but no one was at the County building to accept them. Director Selby reported that was directed to just slip them under the window if no one was there, but at the window there was a notice posting that said "[d]o not leave documents if office is unattended." Ms. Schmidt reached out to the County attorney to discuss Bylaws and transparency concerns, and they plan to have a phone conversation to clarify any misunderstandings. The Board discussed ongoing issues with transparency and communication from the County, particularly regarding the application process.

12.c. Roof Update

The Board was advised that the roof project is complete and all retainage will be released, pending final Town inspection.

13. DECLARATION OF SEPTEMBER BOARD WORKSHOP DATE

The Board discussed the September workshop is scheduled for September 15, 2026.

14. OTHER BUSINESS

Trustee Olson discussed the reading program and concerns regarding the current book selection, including the limited variety of genres available to participants. The Board discussed providing greater flexibility in book selection, including allowing participants to select books from other age-group categories to encourage greater diversity and participation in the program.

15. DECLARATION OF NEXT MEETING DATE

The Board confirmed the following upcoming meeting date:

- September Board Meeting – September 30, 2026
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16. MEETING ADJOURNED

There being no further business to come before the Board at this time, the meeting was adjourned at 6:16 p.m.

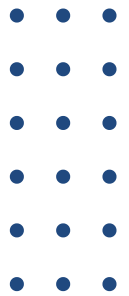
Respectfully submitted,

Glory S. Schmidt, Secretary for the Meeting



DIRECTOR'S REPORT

SEPTEMBER 2026



Monthly Statistics

Circulation Check Outs by Material Type

	June	July	August
Books	1174	1124	810
Books on CD	35	42	37
DVD	9	239	96
Large Print	11	12	9
Magazines	14	18	13
Equipment	13	6	10
Music	4	4	2
TOTAL	1260	1446	977

Circulation Check Outs by Age Group

	June	July	August
Adult	461	726	577
Juvenile	666	383	95
Easy Reader		217	229
Young Adult	36	27	26
TOTAL	1260	1446	977

Circulation by Item Report Class

Item Report Class	Checked In	Checked Out
000	1	1
100	3	4
200	2	2
300	12	13
400	2	0
500	8	5
600	10	15
700	4	7
800	5	8
900	19	19
Biography	0	0
Books on CD	37	43
Books on tape	0	0
DVD	213	246
Easy Readers	567	494
eBook	1	1
Fiction	276	309
Historical Society	0	0
ILL	18	8
J000	1	1
J100	1	0
J200	1	0
J300	2	1
J400	1	0
J500	24	18
J600	10	10
J700	4	8
J800	0	1
J900	5	2
JBIO	2	2
JFIC	159	137
JSS	0	1
JVID	0	0
Large print	12	13
Magazine	9	20
Maps	0	0
Microforms	0	0
Music	5	4
Spanish Aud	0	0
Spanish Easy Readers	1	0
Spanish Fic	0	0
Spanish J Fic	1	0
Spanish J Non	1	2
Spanish Non	2	1
Spanish Vid/DVD	0	0
Spanish YA	0	0
SS	4	5
Undefined	10	7
Video	0	0
YA Fic	44	38
YA Non	0	0
YA SS	0	0
Total	1477	1446

Miscellaneous Statistics

	August
Computer users	175
Community Room Reservations	7
Website Pageviews	25,223
Door Counter	n/a
New Library Cards	7

Program Statistics

	August
Children	47
Teen	18
Adult	31
Everyone	n/a
Total	96

September Programming

Children's Events

- Storytime & Craft *weekly*
- Stay N Play *weekly*

Teen Events

- Crafternoon x2 *monthly*



Adult Events

- Open Book Club *monthly*
- Short Stories & Snacks *monthly*
- Meeker Heritage Club *monthly*
- Online Author Talk *monthly*
- Craft Crazy with Erin *monthly*
- Recipe Swap

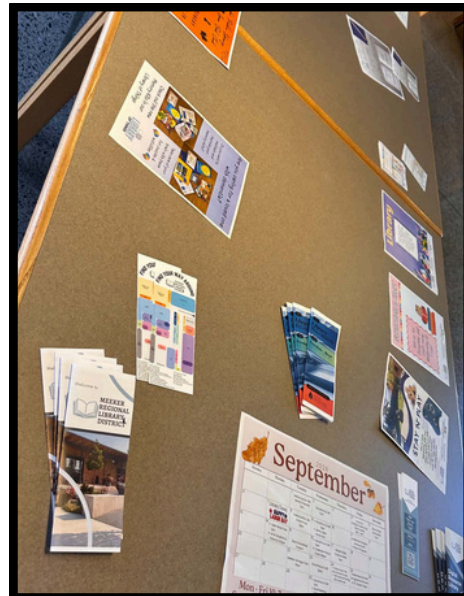
All Ages Events

- Library Open House
- AI for Students and Parents



Outreach Events

- Library at Lunch



Digital Resources Spotlight: Gale LegalForms

Gale LegalForms offers a wide selection of essential state-specific (and multi-state) legal forms that may be customized for the most common legal procedures. These forms are used by attorneys and law firms. Includes real estate contracts, wills, premarital agreements, bankruptcy, divorce, landlord tenant, and many others.-from Gale website



Director's Report

“A Library is not a luxury but one of the necessities of life” -Henry Ward Beecher

Happy National Library Card Sign-up Month!

Programming

We have had some exciting happenings this month at the library! We hosted our first Library Open House this month, which included raffles for Chamber Bucks, scavenger hunts with book prizes, and information on EVERYTHING the Library offers! We hope this turns into an annual event. Library at Lunch started back up again, this outreach program is a great way to bring the Library to the high school students. Our Heritage Club has been hard at work at a fun project to create a database showing where all of the businesses in Meeker, from the past to the present, have resided in town. It's led to great conversation of our community and how it has changed and progressed through the years. Thank you to Kay Bivens at the White River Museum for partnering with us on this program! Teen and tween Crafternoon has moved to twice a month due to patron interest, and the English/Spanish Conversation Club and Close Knit has unfortunately been cancelled due to low attendance. *Looking ahead:* October will be busy with crafting programs as we continue our annual Halloween Craft Series; this year will include toll painting, zombie doll creation, broom decorating, ghost in a bottle craft, and a macrame skeleton! Cookbook Potluck Club will take a break in November and December for the holidays. It will resume in January.

Collection

The weeding project is still in progress. Many of the books have been eligible to be sent to Better World Books. A well-weeded collection has been statistically shown to increase circulation, and I hope to increase space for comfortable seating and displays in the future with the added room once the project is complete. Steady weeding will of course continue once the project is done as well. It is also important to get a majority of this done before we implement an RFID system into the collection.

Building Projects & Maintenance

Spa Country was able to figure out why the courtyard water feature was not working. They have winterized the fountain and will fix the issue (a hole in the heater) when we are ready to turn it on in the spring. Elite Home Painting did a walkthrough of the building for interior painting next year, as well as painting the black poles in the front of the library that are heavily scratched. Patriot Heating and Cooling performed quarterly maintenance on the HVAC system. Carlisle returned to inspect the roof, they will need to review photos of the work from the space under the drop ceiling before sending their final report. The inspection with the Town is still awaiting scheduling. I have met with Mountain Architecture to discuss the office/staff space project. I will receive a proposal from them soon. I should also be receiving a proposal from VLCM soon for the AV upgrades in the Community Room. Lastly, Special thanks to Trustee Dan Olson and son for putting together our new picnic table!

Professional Development

I will start the Library Journal Library Management Training 8 week class in October. I have also been encouraged by the president of the Public Library Association (we met at the ALA conference) to apply for their 2027 Leadership Academy, which I am currently looking into. Webinars I attended this month were: CDLE overview, PERA HB 26-1026 review, and SDA data center information. I also took the Dos and Don'ts of Records Retention and Destruction training through Pryor Plus.

Community Connections

This month we installed our Little Free Library at Paintbrush Park. It has received early praise from the community on social media, and we hope it encourages reading and library use. Thank you to ERBC for their support in placing the library at Paintbrush.



Director,
Kristina Selby



CERTIFICATE OF COMPLETION

This certificate acknowledges that:

Kristina Selby

has successfully completed the course entitled:
Dos & Don'ts of Records Retention and Destruction

Course Field of Study: Personnel/HR

Continuing Education Credits: 1.5

Delivery Method: QAS Self-Stud

Completion Date: 09/18/2026



Fried Pryor Seminars and CareerTrack, divisions of Pryor Learning, LLC, are registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State Boards of Accountancy have the final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.nasba.org. Fried Pryor Seminar and CareerTrack's sponsor ID number is 109474.

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Joshua Braunstein
Chief Executive Officer

5700 Broadmoor Street, Suite 300, Mission, KS 66202

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