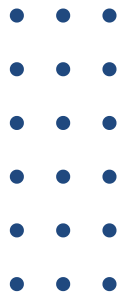




# DIRECTOR'S REPORT

SEPTMBER 2025



# Monthly Statistics

---

## Circulation Check Outs by Material Type

	June	July	August
Books	1237	915	740
Books on CD	41	30	33
DVD	59	37	71
Large Print	31	32	30
Magazines	5	11	21
Equipment	2	2	3
Music	2	4	2
<b>TOTAL</b>	<b>1377</b>	<b>1036</b>	<b>900</b>

## Circulation Check Outs by Age Group

	June	July	August
Adult	552	488	498
Juvenile	788	511	370
Young Adult	37	37	32
<b>TOTAL</b>	<b>1377</b>	<b>1036</b>	<b>900</b>

## Circulation by Item Report Class

## Miscellaneous Statistics

Item Report Class	Checked In	Checked Out
000	1	0
100	6	9
200	5	6
300	9	5
400	1	0
500	7	5
600	21	15
700	10	5
800	3	5
900	11	17
Biography	0	0
Books on CD	29	34
Books on tape	0	0
DVD	54	71
Easy books	277	279
eBook	0	0
Fiction	225	257
Historical Society	0	0
ILL	25	24
J000	1	0
J100	1	0
J200	1	1
J300	3	4
J400	0	0
J500	13	17
J600	18	9
J700	16	19
J800	0	0
J900	1	6
JBIO	0	0
JFIC	110	86
JSS	2	2
JVID	0	0
Large print	33	31
Magazine	13	16
Maps	0	0
Microforms	0	0
Music	2	2
Spanish Aud	0	0
Spanish Easy books	0	0
Spanish Fic	2	0
Spanish J Fic	0	0
Spanish J Non	0	0
Spanish Non	0	0
Spanish Vid/DVD	0	0
Spanish YA	1	0
SS	1	5
Undefined	5	3
Video	0	0
YA Fic	33	32
YA Non	0	0
YA SS	0	0
Total	940	965

	August
Computer users	292
Community Room Reservations	2
Website Pageviews	18907
Door Counter	n/a
New Library Cards	15

## Program Statistics

	August
Children	45
Teen	n/a
Adult	est. 10
Everyone	n/a

# September Programming

## Children's Events

- Weekly Storytime & Craft continues every Wednesday at 10am.
- Weekly Stay N Play

## Teen Events

- Crochet Club
- Crafternoon: Black Out Poetry

## Adult Events

- Book Club

## All Ages Events

## Outreach Events

- Library at Lunch-Meeker High School
- Preschool Storytime-Meeker Elementary



## Upcoming Events

 **October Craft Programs**  
Every Thursday Night!

10/2 - 3D Wooden Pumpkin Decorating  
for Adults 18+. 35 maximum participants.

10/9 - Potion Bottles for all ages.  
While supplies last. Registration not required.

10/16 - Halloween Candy Dish for Adults 18+.  
11 maximum participants.

10/23 - Frankenstein Pendant for teens 13 - 18  
years old. 29 maximum participants.

10/30 - Macrame Spider Web Rearview Mirror  
Decoration for Adults 18+. 24 maximum participants.

Registration is required. Please call or stop by to register.  
Each program will run from 5:00pm - 6:45 pm.

 MEEKER REGIONAL LIBRARY DISTRICT  
490 Main St, Meeker, CO 81641  
Phone: 970-878-5911  
www.meekerlibrary.org

Give Us a Follow!  
@meekerregionallibrary  
 

JOIN US FOR A  
**PUMPKIN HUNT**



After 11am Storytime & Craft  
while supplies lasts  
Search and Find a pumpkin in the  
children's room and bring it to the front  
desk for a prize!

**OCTOBER 29**

 MEEKER REGIONAL LIBRARY DISTRICT  
490 Main St, Meeker, CO 81641  
Phone: 970-878-5911  
www.meekerlibrary.org

Give Us a Follow!  
@meekerregionallibrary  
 

# Director's Report

Starting this month I will be reviewing in my report, one of our digital resources we offer to Patrons on our website to inform the Board and the public what we offer. This month I am highlighting Common Sense Media. This is a website that categorizes books, shows, movies, and other media by age appropriateness. Parents, caregivers, and teachers can input an age and receive age-appropriate recommendations based on content reviews by Common Sense Media experts in childhood development and children's media literacy. This is not a platform we pay for, but is a great resource to learn more about popular media, topics included in specific books/movies/shows/games, and what age they recommend the media for. There are also resources for educators on different media topics as well. Below are some examples of what is on the site.

## Parents' Guide to The Hunger Games, Book 1

☆ Rate

🔖 Save

Book | [Suzanne Collins](#) | [Science Fiction](#) | 2008

This is your last free review this month.

Get unlimited reviews

Common Sense  
Says

Parents Say  
229 Reviews

Kids Say  
1,282 Reviews

### Common Sense Media Review

By [Matt Berman](#), based on child development research. [How do we rate?](#)

✓ age 13+ ★★★★★

Exciting, provocative tale of lethal reality show.

### Parents Need to Know

Parents need to know that *The Hunger Games* is a best-selling story about a dystopian society where the government forces 24 kids to kill one another until only one remains. The main *Hunger Games* series of three books was adapted into four movies starring Jennifer Lawrence. Even though many teen characters die...

### Why Age 13+?

Violence & Scariness ●●●●●  
For a story about 24 kids forced to kill each other fo ... >

Drinking, Drugs & Smoking ●●●●●  
Adults drink, and one key character is often drunk (i ... >

Sex, Romance & Nudity ●●●●●  
Characters kiss and have crushes, and a love story b ... >

Products & Purchases ●●●●●  
No product placements in the book, but this is the st ... >

Language ●●●●●  
"Hell," plus descriptions of cursing that don't appear ... >

### Any Positive Content?

Positive Messages ●●●●●  
Love of and loyalty to family, friends, and communit ... >

Educational Value ●●●●●  
Beginning with elements of the Theseus myth, wher ... >

Positive Role Models ●●●●●  
Katniss is a strong and capable warrior who bravely ... >

Diverse Representations ●●●●●  
Katniss Everdeen, a teenage girl who's up against th ... >

Parents and caregivers, find books by age.

### How old is your kid?

You can add another kid later.

− 8 +

Next, choose your content limits

🔔 Already have an account? [Sign in first](#)

### New Releases



Just Shine!: How ...

✓ age 5+

★★★★★



Mermaids and Mi...

✓ age 6+

★★★★★



Howl's Moving C...

✓ age 9+

★★★★★

This month marked the beginning of our new library hours. We have been met with praise on the change, and gratitude for staying open to a later time consistently Monday - Friday. Staff appreciate that it is now a much smoother conversation when explaining our hours to Patrons as well. We have also welcomed a new Library Assistant, say hello to Kristi the next time you are in the Library!

We have implemented some new staff forms this month for better operational flow. The first is an Employee Time Off Request form. The second is a Program Planning form that will assist in the planning process for new programs, and will help all staff in knowing a specific programs information in case of absence and promoting the program to Patrons. It also comes with a timeline for promotion for the event and a new Feedback form for Patrons to fill out at programs.

The results of our recent radon test has revealed high levels of radon in the Library basement. Square One Radon will be coming back to the Library to conduct mitigation to reduce the levels. The plan includes evaluating the radon fans in the basement to see if they can be altered to fix the issue. If this is not an option the next step would be to install a sub-slab depressurization system, which would come with an estimated cost of \$3500-\$5000.

I have begun working on Disaster and Safety/Emergency Plans for the Library. They will include information for staff on procedures for different safety/emergency situations, lists of who to contact for specific circumstances, locations of exits and turn off valves, and priority lists if building content salvage is a necessity, among other things. Once these are finalized these will become documents that will then need an annual review to ensure they are up to date.

I attended an online training this month titled Stewards of Children hosted by Illuminate and Darkness to Light. The training entailed learning ways to elevate child safety from sexual assault in a working environment. I learned valuable insights on how to prioritize child safety in our facility through effective policies and procedures.

We are excited to introduce our new Storytime mascot, Archie! He will be at all Storytimes, will come with us to outreach events, and will be a familiar face for children to see at different Library events.

Director,  
Kristina Selby



# Budget & Finance

## Outcome

*The community is enriched by a library that is sufficiently funded and transparently administered to meet and anticipate community needs.*

## Overview

Colorado public libraries receive an average of 93% of their funding from local tax revenues. Libraries earn the public trust by being accountable and transparent about the use of public funds. Libraries are proactive in these responsibilities and demonstrate transparency by reporting financial and performance information on a frequent, consistent, and reliable basis.

The library's governing authority seeks and secures funding from local taxes and other public and private sources. The library governing authority (library district board of trustees or city/county municipal, county, other government), in coordination with the director, monitors revenue and expenditures and allocates funds with integrity and to support library goals.

## Library Districts

Library districts, as independent taxing authorities, follow additional fiscal policies and procedures consistent with state law that go beyond municipal, county, and other local library requirements. For this reason, this standard includes additional checklist items for library districts.

## Fundraising

Many libraries have separate fundraising strategies, such as a "Friends" group and/or foundation with a 501(C)(3) status. These organizations manage donations, grants, endowments, fundraising events, and/or other funding. These efforts allow for additional library offerings and are supplemental to local tax and other public funding.

---

## Finance & Budget Essentials

### Checklist for all public libraries

- Develop an annual budget based on the library's strategic plan and other key objectives for approval by the library governing authority. Library Districts: Comply with Colorado requirements outlined in law, C.R.S. § 24-90-109(1)(d); (e)(II); & (l)(II) and § 29-1-101, et seq., and the Department of Local Affairs Local Government Budget Calendar.

- Prepare and review monthly financial statements that include comparison to budgeted amounts and make financial information available to the public to ensure responsible and transparent use of funds.
- Establish policies and procedures for the library's financial management, including budgeting, purchasing approvals, procurement, contracts, reimbursement, petty cash, etc. Library Districts: Additional policies and procedures include records retention, budget processes, contracts, control of asset disposal, annual audits, reserve funds, etc.
- Maintain reliable bookkeeping software with scheduled funding updates, security, password access, and back up, rather than financial details saved on a single device.
- Prepare, review, and approve the budget. In coordination with the library director and other financial library staff, the governing authority approves the budget and expenditures and tracks expenditures and reports. Library Districts: The board of trustees approves the budget and large expenditures as defined by policy. Municipal, County, Other Libraries: The town and/or county governance oversees the budget and expenditures. The library board advises on and advocates for expenditures in alignment with the strategic plan.
- Use group purchases and collective bargaining opportunities to expend funds effectively and efficiently.
- Follow financial management guidelines and fiscal procedures consistent with federal and state law and local government requirements.
- Participate in the State Grants to Libraries program administered by the Colorado State Library.
- Develop a long-term finance plan (minimum three years) in conjunction with the library's strategic plan to identify resources that address future needs of the community. The long-term financial plan includes categories and amounts that are tracked and updated over time.
- Determine product life cycles when purchasing new products and budget for repairs and spare parts if the library is able to support any equipment beyond its warranty period.
- Contract with local and/or minority owned businesses when feasible.
- Library Districts: Commission and accept an independent financial audit as required by law for library districts. Municipal, County, Other Libraries: Participate in audits as required by the local library governing authority.

- Library Districts: Develop fund balance policies to always ensure appropriate levels of funds and in consideration of TABOR requirements when applicable; develop policies to address situations when funds are used as well as when targeted fund balances are not achieved.