

**2025 Meeker Regional Library District
Regular Board Meeting
September 24, 2025**

1) Call to Order.

The meeting was called to order by President John Moffitt @ 5:30 PM
Ms Selby, Director present
Ms Schmidt CEGR Law attending via zoom
Paul White CLA CPA attending in person

2) Declaration of Quorum

Roll call by Mr Moffitt
Mr Cobb present, Ms Grieser present, Mr Moffitt present, Ms Leavitt present, Mr Olson present.

3) Meeting Notice and Posting

Ms Selby confirmed that the meeting notice and agenda were posted on the library website and at the entrance of the library pursuant to statute 24 hours before the meeting.

4) Pledge of Allegiance 5:35

5) Approval of Agenda

Ms Leavitt moved to approve the agenda, Mr Cobb second, motion carried

6) Public Comment – Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes per person. Celebration comments are welcome at this time.

18 community members present

2 speakers, Hallie Blundt, Pat Daggett Beginning 5:38

A fifth generation individual expressed concerns about the current collections process following library law, also shocked by Mr Moffitt's statement in last night's workshop that he was speaking on behalf of the community and supported the way it voted (general election).

A past board member spoke to the same comment of representing the community, and expressed concern that a board member should represent all of the community, not just one segment. Also the statement that 100 people attended the meeting in favor of banning Gender Queer.....was not the truth. There were maybe 30 people from one specific church, and when asked, indicated they had not read the book. The board made a compromise at the time by moving the book to a different section. The person that brought the ban forward has never returned to a board meeting. Why are we still concerned about that book after spending 2 years working on this

End: 5:44

7) Approval of August 27, 2025 Regular Board Meeting Minutes

Ms Grieser moved to approve, Mr Moffitt second, motion carried

8) Financial Report

a) Discuss August P&L, YTD Balance Sheet, YTD Budget

Ms Selby mentioned the transition will bill pay and payroll is still in process with a few issues. August financials are not ready. Ms Leavitt added there was nothing out of the ordinary.

b) Consider and approve August financials

Ms Selby stated August financials will be ready next month along with September.

Mr White stated he will have the August financials to Ms Selby for distribution to the board, by next week

9) School Librarian Report from Amber Garcia

Focusing on digital citizenship and how to be safe online KG-5th. The Jr High checkouts fluctuated up and down.

Mr Olson asked if she used a program for digital citizenship and she confirmed she had pulled stuff from it. He also asked if we could do senior digital citizenship.

Ms Leavitt stated she had visited with Ms Casey about the Library district working on a presentation to the entire community.

Ms Selby is talking to CNCC about an AI presentation

Ms Garcia spoke about the information presented to the kids just on usernames...its a lot!

10) Director Report from Kristina Selby

First outreach events at the preschool and high schools - well received. Crochet club for teens. "Crafternoons" have started. October craft project nights are underway. Halloween scavenger hunt in the children's room. Library will participate in the Town Eats and Treats event. Common Sense Media website is a new resource on our website (at no charge to us) for parents and teachers to obtain ratings and reviews. Patrons are appreciating the new Library hours. There is a new Library assistant this month, Christie. Radon test was completed by Square One Radon out of Rifle. The ground floor reading was 2.0, basement was 6-7. Anything above 4 is considered HIGH. The fan system will be evaluated and possibly repaired, or a sub slab depressurization system will be installed (est \$3000) Ms Selby could not determine the age of the present fan system, but probably when the library opened (2008) She will follow up with Square One to complete the process. Ms Selby is working on developing a Disaster Safety Emergency Plan (determining unsafe situations, procedures, who to call, what to do...) Ms Selby attended an online training STEWARDS OF CHILDREN hosted by Illuminate the Darkness to Light, learning some staff and building tips. Ms Selby introduced Archie the Owl, the new mascot for children's storytime.

This month's Colorado Library Standard in review is Budget and Finance. We are lacking policies in Record Retention and Control of Asset Disposal, and a Fund Balance Policy. Ms Selby has asked tech to put together life spans of computer equipment.

11) Old Business

a) HVAC update

Mr Moffitt reported an inspection by H2 Mechanical Thursday September 18th, but no written report has been received, should have one by Oct 1. Mr Moffitt reported 2 of the 3 units are from

2005 and determined to be undersized, and most of the electronics in them have been replaced. The 3rd unit (above the meeting room) is from 2012 (new addition). The elevation ratings on all 3 are for 2000'. All the inside duct work is straight through with no dampers which should be more sophisticated and directional. A design professional could figure out the airflow needs. So no immediate crisis

b) Discuss Library walkthrough (Chris Lockwood and Carl Padilla) letter attached...

A letter was submitted to the Library Board following a September 11th walk through. The letter is now on file at the library, with attention given to the basement floor and the smell of gas while on the roof.

Mr Moffitt thought the mention of the crumbling concrete cap was a critical thing.

Mr Cobb asked about the mention of a gas leak with immediate attention recommended.

After receiving the letter from Mr Lockwood, Ms Selby checked with the fire department and they recommended contacting Atmos. On September 22nd, the pressure test completed by the Atmos EE proved the Atmos side was not leaking. Atmos liability prevents their EE's from going up on roofs. Atmos EE suggested the reported leak points to the HVAC unit (s) and to have someone look at it and confirm that immediately. All information is on record with Atmos.

Ms Selby contacted 2H the same day and is still waiting to be scheduled.

Ms Leavitt stated, per code, gas pipes are supposed to be painted and the letter points out they are not. At the very least we need to figure out where the leak is coming from, also address the mention of the basement floor situation

c) Discuss and consider the Term Sheet with the Town and County

Ms Schmidt sent the board a revised Term Sheet this morning excluding any reference to an interview committee. She then outlined that the next step would be to approve it, then it would be sent to the Town and County attorneys, they would run the Term Sheet by the Town Trustees and the County Commissioners. They will not approve it but move straight into drafting the agreement. At that point all 3 entities will approve the agreement, with the Library board seeing it again.

Ms Leavitt reviewed, for the record, that there were 3 attorneys working on this document (County, Town and Library District) as presented in the Sept 23rd Library Board workshop. It included a process for an interview committee (introduced by County Attorney Streerman). It was requested that the interview committee portion be removed with Mr Moffitt's comment he didn't think the Commissioners even knew about this.

Ms Grieser felt Ms Schmidt did her due diligence in working with the other attorneys and with that, assumed positive intent by all involved, and with everyone on board.

Mr Cobb stated the workshop discussion was that the interview committee pulls it farther away from elected officials, which seems fair on the outside, but could sway either way allowing the Library to pick up more of the Trustees that they wanted. Mr Cobb is in favor of streamlining the application process with more publicity, more accountability and a more formal approach.

Ms Grieser recommended being more efficient about communicating opinions with Ms Schmidt so as not to waste hours of our time deliberating points that are not going to go anywhere.

Mr Olson recalls being against it from the beginning and stating reasons openly.

Mr Olson moved to accept the Term Sheet as presented, Mr Moffitt second, motion carried

d) Discuss and Consider Approval of Collections Development Policy

The policy presented plus 2 minor corrections noted in the workshop

Adding *historical value*

Adding MRLD Community

After discussion and a recommendation from Ms Selby, adding the clarification requiring all the 3 prongs of the Miller Test be met.

Ms Leavit moved to accept the Collection Development Policy as amended, Mr Moffitt second, motion carried

12) New Business.

a) Discuss and Consider Approval of Job Descriptions of Various Library Positions (Janitor and Library Director)

Ms Grieser moved to accept the job descriptions as presented, Mr Olson second, motion carried

b) Discuss and Consider Approval of Benefits Policy

Ms Selby presented a correction on the Holiday Hours. Discussion clarifying floating holidays

Ms Leavitt moved to accept Benefits Policy with the agreed upon corrections, Ms Grieser second.

Mr Cobb questioned the EE Handbook idea and Ms Leavitt confirmed it is in the development process with assistance from Colorado Employers Council

Motion carried.

c) Executive Session

Ms Leavitt moved to enter executive session for the purposes of receiving legal advice concerning the offer letter for the Library Director, per 24-6-402(4)(b), C.R.S.

Mr Cobb second

Enter ES 6:49 PM

Exit ES 7:00 PM

d) Discuss and Consider Approval of Offer Letter for Kristina Selby as Library Director

Ms Leavitt moved to accept the Offer Letter for Kristina Selby as Library Director, Mr Cobb second. Motion Carried

Mr Moffitt stated he would follow up with Ms Selby later this week. Ms Leavitt questioned if there is a template or letterhead for the Library and also asked Mr Moffitt to keep the board in the loop with the delivery and response from the Offer Letter.

e) Discuss and Consider Change of Date for December Regular Board Meeting

Mr White recommended a budget discussion at the workshop October 14th, which satisfies the October 15th deadline for a preliminary draft budget. With budget hearing at the November meeting

Ms Selby will have medical leave the week of October 20th

October 14th for the workshop

October 29th regular meeting

November 11th workshop

November 19th regular meeting

December 10th for the regular meeting

13) Any other matter to come before the Board.

None being heard

14) Adjourn.

7:13 PM

Respectfully Submitted,

Toby Leavitt

Secretary / Treasurer Meeker Regional Library Board of Trustees

Date approved

John Moffitt, President

Date signed