

**2025 Meeker Regional Library District
Regular Board Meeting
August 27, 2025**

1) Call to Order.

The meeting was called to order by Vice President Grieser @ 5:30 PM
Ms Schmidt CEGR Law attending via zoom
Matt Miller McMahan & Assoc. attending via zoom
Paul White CLA CPA attending via zoom

2) Declaration of Quorum

Roll call by Secretary / Treasurer Leavitt
Mr Moffitt attending via zoom, Mr Cobb absent, Mr Olson present, Ms Grieser present, Ms Leavitt 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 5:36

5) Approval of Agenda

Ms Leavitt motioned and Mr Olson 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.

16 community members present

2 speakers, Jennifer Key & Mary Jo Carroll Beginning 5:40

Concerns about building improvements without a 5 year plan, reduced mill levy and yet wanting to spend. The summer reading program was “Fabulous” with lots of families and children using the library! Ending 5:42

7) Approval of July 30, 2025 Minutes

Mr Olson requested correction regarding conversation about the Library Standards, stating the minutes were not clear as to what was actually decided. Ms Leavitt agreed to go to the recording and pull verbatim. Mr Olson motioned to accept the minutes with the corrections, Ms Leavitt seconded, motion carried.

8) Financial Report

Ms Selby reported that the checking account transferred to MVB is complete and being fully utilized. Business as usual and no expenses out of the ordinary to discuss.

Ms Leavitt motioned to accept the financial reports, Mr Olson seconded, motion carried

9) School Librarian Report from Amber Garcia

Practice books are being sent home to kinder and first grade, to learn about returning books. 5th Grade is learning about genres, 4th grade how to safely and efficiently use web sites, 1st - 3rd working on checking out books and learning about the library.

10) Director Report from Kristina Selby

Circulation is down a bit. Summer reading program successful with 185 patrons signed up. Library hours starting Sept 1 will be 10-7 Mon-Fri and Sat will be 10 to 2:30. Background checks will now be completed through Colorado Employers Council. New Outreach programs - preschool storytime, Library at Lunch for the High School, Reading at the wing, Fall Craft series. Ms Selby won a (\$1000+)book covering machine at the ALA conference....a big time saver! Ms Selby read a synopsis of the 1st of 10 Library Standards. She will be working on emergency planning procedures after experiencing the fire evacuation.

11) Old Business

a.Review RFP of Library Revitalization by Ms Schmidt. Work on the RFP for Architects based on board conversations about needing fire suppression, roof replacement, HVAC update, remodel ideas, and community survey. Suggestions that the roof and HVAC should take precedence over the other items. Options: Engineer to come in and look at the building and assess roof & HVAC. Continue with the current RFP and remove the roof and HVAC from that process. Ms Schmidt asked for board discussion

Ms Leavitt spoke to an earlier recommendation to have an engineer assess the health of the building before a roofing contractor gets involved. Noting that an architect would be for design, an engineer is for structure.

Mr Olson did not pick up on the urgent aspect of the roof or HVAC repairs in our earlier discussions, but would like to know if there is a report that says something different..

Ms Grieser stated we have needs, but the term immediate is being interpreted by everyone differently. The roof leak was repaired 14 months ago and no one has looked at it in over a year. She expressed hesitancy towards an RFP for design when we don't have a five or ten year plan in place, no budget conversations or where the funds would come from. "There is a lot of instability on the board on how we plan to spend money or not. Just because it's there doesn't mean we have to spend it." Further stating that a remodel is not necessary, but the roof and HVAC are.

Mr Olson did not view the RFP process as a commitment but more of an investigation while balancing the needs. "Its a good time to consider all options since we know we have at least two things that we have to get done."

A Community comment from Bob Dorsett was to visit with the school superintendent who has experienced both of these projects and could have recommendations for contractors etc.

Mr Moffit wants all of this to be on a five year plan. He is working with 2H and will do a walk through next week and look at the HVAC. He would not have an engineer make an assessment on the roof or HVAC.

Ms Leavitt recommends the district have an engineer look at the BUILDING before engaging with a roofing contractor. There are cracks in the cement floor of the basement which could be

evaluated by a civil engineer. There are also county and town building inspectors as well as local contractors that did the building remodel that could be consulted.

Ms Selby interjected that the radon tests came back fine on the main floor but high in the basement.

Ms Grieser cited, pushing pause on the RFP and next meeting we'll have a presentation from Mr Moffitt regarding HVAC and also talk about a civil engineer.

B. Trustee appointment / application process

Ms Schmidt reported that she met with the County and Town and they are both excited to memorialize this process. They would like the Library to take the lead on drafting an IGA that sets forth an application process as well as the interview process. An IGA draft will be presented to the Library Board at the workshop in September, with hopes of getting it in place before the end of the year.

12) New Business.

a) Presentation from McMahan and Associates, LLC regarding audit 6:35PM

Matt Miller presented a review of the Library districts fiscal audit via zoom. He explained different portions of the audit and addressed the previously capitalized items that were written off. Common practice for capitalization threshold is now \$5000 per item. The governing board letter was reviewed. There were no disagreements and only 2 recommendations which *Ms Selby* has already implemented. The report was filed with the state by the deadline.

13) Any other matter to come before the Board.

Ms Leavitt spoke to the importance of the efficiency in the workshops moving forward. A request for a running list on every agenda with upcoming policies or procedures by importance

Mr Olson requested all of our board meetings be added to the google calendars.

Ms Selby will provide the September workshop agenda, including IGA, Collections policy, 5 & 10 year plan

Ms Schmidt noted that the Town and County would like to have the Library Districts Collections policy in place before moving forward with the IGA

Mr Moffitt questioned how we prioritized items on the workshop agendas. Suggestions by *Ms Grieser* based on what she has seen at the school district

14) Adjourn.

7:08 PM