

extra

## Hudson Public Library

Agenda, January 18, 2017 at 5:00 pm

1. Call to order
2. Approve Minutes from December 15, 2016 meeting
3. Approve payment of bills
4. Librarian's Report
5. Old Business
  - a) New hire, salary (minimum wage for 2017 is \$9.30
  - b) District board meeting moved to 3<sup>rd</sup> and 4<sup>th</sup> Monday at 4:00 PM
6. New Business
  - a) Shared monument sign for library/town hall.
  - b) Appoint official posting place for library meetings.
  - c) Permission for entire staff to attend 2017 CLIC Spring Workshop in Ft. Morgan  
Cost is \$50.00 per person. Date is March 31, 2017
7. Correspondence and Patron Comments:
  - a) Thank you notes
8. Adjourn

Next Meeting – February 15, 2017 at 5:00 PM

**HUDSON PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
DATE: December 15, 2016**

**CALL TO ORDER:** 6:00 PM by Chairperson Jo Bowen

**TRUSTEES PRESENT:** Jo Bowen, Carol Bryant, Sally Harms and Ellen Korthuis. Also present were Terri Redden, Library Director and Judy McGill representing the Town of Hudson. Leonard Roskop and Dannette Kramer were absent.

**MINUTES:** Upon motion made by Carol, seconded by Ellen and carried the minutes of November 16, 2016 were approved.

**FINANCIAL REPORT: Valley Bank: Money Market: \$316,954.41 CD:**

\$97,816.38 **Checking:** \$88,499.19

**Bank of Colorado: Money Market: \$300,963.38 Building Acc: \$4,665,884.15**

**aa)** Upon motion made by Elle, seconded by Carol and carried, the bills were approved for payment.

**LIBRARIAN'S REPORT: Circulation: 2,425 slf ck: reg ck: (interlibrary loans) & e: 2,361 Patrons: 4,644 Computer Uses: H 491 L 31 Cards issued: 26 adults juvenile Cards renewed online: Fines collected: \$124.26 Book sales: Copies: Fax: Coffee: \$87.90**

**OLD BUSINESS:**

**a)** It was agreed to table the hiring of a new person

**NEW BUSINESS:**

**a)** Upon motion made by Ellen, seconded by Carol and carried, Jayra's salary was approved at \$10.38 an hour.

**CORRESPONDENCE / PATRON COMMENTS:**

**FUTURE AGENDA ITEM:**

**ADJOURNMENT:** Meeting adjourned.

Respectively submitted: Sally Harms, Secretary

Library

## Hudson Public Library

Agenda, 2-15-17 at 5:00 pm

1. Call to order
2. Approve minutes from 1-18-17
3. Approve payment of bills
4. Librarian's report
  - a. Before regular meeting discuss and sign proposals for town hall/library sign. Joe
5. Old business
6. New business
  - a. Claim against library, due diligence - met with Cirsa Rep
  - b. Security camera - Under \$1,000 + installation
  - c. Town Hall dedication; our part in it  
5-6-17 10-1 11-1 food - asking Jo to say a few words - Yes
7. Correspondence and patron comments  
maybe help with that
8. Adjourn

Next Meeting 3-15-17 at 5:00 pm

Sign Companies -

- Davinci
- Schlosser

Sally  
Jo

**HUDSON PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
DATE: January 18, 2017**

**CALL TO ORDER:** 5:10 PM by Chairperson Jo Bowen.

**TRUSTEES PRESENT:** Cathy Bollers, Jo Bowen, Sally Harms, Ellen Korhuis, Danette Kramer and Leonard Roskop. Also present were Terri Redden, Library Director and Judy McGill, representing the Town of Hudson. Carol Bryant was absent.

**MINUTES:** Upon motion made Ellen, seconded by Danette and carried, the minutes for 12-15-16 were approved.

**FINANCIAL REPORT:**

**Valley Bank: Money Market:** \$297,017.12 **CD:** \$97,816.38 **Checking:** \$86,218.10

**Bank of Colorado: Money Market:** \$4,666,075.90 **Building Acc:** \$299,722.06.

The bills were discussed and upon motion made by Cathy, seconded by Ellen and carried, the bills were approved for payment.

**LIBRARIAN'S REPORT: Circulation:** 2093 **slf ck: reg ck: (interlibrary loans) 2022**  
**e:** 904 **Patrons:** 3517 **Computer Uses:** H 436 L 26 **Cards issued:** 17 **adults:**  
**juvenile:** **Cards renewed online:** **Fines collected:** \$170.07 **Book Sales:** **Copies:**  
**Fax:** **Coffee:** \$100.75

- a) John Honnold reported on the computer coding classes he is teaching at the Library. They meet once a week on Thursdays.
- b) The next HPLD board meeting will be Monday, January 23. The board meetings are the 3<sup>rd</sup> (planning) and 4<sup>th</sup> (regular meeting) Mondays.
- c) The Library is hosting a Valentine's Day party on February 11.

**OLD BUSINESS:**

- a) Terri iproposed hiring a new staff member for the summer. The hours will be 20 – 25 per week and salary \$10.00 per hour. Upon motion made by Sally, seconded by Leonard and carried, a new part-time staff person will be hired; 20-25 hours per week; pay at \$10.00 per hour.

**NEW BUSINESS:**

- a) The bids for the monument/sign to be shared with the Town are under discussion. Our Board members are invited to attend the planning meetings.
- b) There was discussion regarding putting a playground behind the library.
- c) Upon motion made by Leonard, seconded by Danette and carried the official posting place for notices will be the front window next to the entry door. This fulfills resolution #2017-1.
- d) The Colorado Library Consortium (CLIC) spring workshop is scheduled for March 31 at Fort Morgan. Upon motion made by Leonard, seconded by

Ellen and carried, it was approved that Terri and the Library staff (including Mary) will attend the workshop.

**CORRESPONDENCE/PATRON COMMENTS:** Thank you notes were shared.

**FUTURE AGENDA ITEM:**

**ADJOURNMENT:** Upon motion made by Danette, seconded by Cathy and carried the meeting adjourned.

Respectively Submitted: Sally Harms, Secretary

## Hudson Public Library

Agenda, March 15, 2017 at 5:00 pm

1. Call to order
2. Approve Minutes from February 15, 2017 meeting
3. Approve payment of bills
4. Librarian's Report
5. Old Business
  - a) Handicap Space – how to fix it and change it
6. New Business
  - a) HPLD report
7. *b. elections - new officers*  
Correspondence and Patron Comments:
8. Adjourn

Next Meeting – April 19, 2017 at 5:00 PM

*Library*

## **Hudson Public Library**

**Agenda, April 19, 2017 at 5:00 pm**

- 1. Call to order**
- 2. Approve Minutes from March 15 and April 5, 2017 meetings**
- 3. Approve payment of bills**
- 4. Librarian's Report**
  - a) Bob Grand on Lost Creek Guide articles**
- 5. Old Business**
  - a) By-law change**
- 6. New Business**
  - a) Scholarship selection**
  - b) Hire new staff**
- 7. Correspondence and Patron Comments**
- 8. Adjourn**

**Next Meeting – May 17, 2017 at 5:00 pm**

*Summer reading don.  
1,585.00*

**HUDSON PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
DATE: March 15, 2017**

**CALL TO ORDER:** 5:00 PM by Chairperson Jo Bowen.

**TRUSTEES PRESENT:** Cathy Bollers, Jo Bowen, Carol Bryant, Sally Harms, Ellen Korthuis and Danette Kramer. Also present were Terri Redden, Library Director and Judy McGill representing the Town of Hudson. Leonard Roskop was absent.

**MINUTES:** Corrections to the February 15, 2017 minutes included noting that Judy McGill and Ellen Korthuis were absent. Upon motion made by Danette, seconded by Cathy and carried the minutes of February 15 were approved.

**FINANCIAL REPORT:** Valley Bank Money Market: \$256,443.37 **CD:** \$97,956.98 **Checking:** \$72,891.55  
Bank of Colorado Money Market: \$4,666,459.42 **Building Acc:** \$297,283.58  
a) Upon motion made by Carol, seconded by Ellen and carried, the bills were approved for payment.

**LIBRARIAN'S REPORT:** **Circulation:** 2,679 **slf ck: reg ck: (interlibrary loans) & e:** 1,005 **Patrons:** 3,862 **Computer Uses:** H 484 L 26 **Cards issued:** 32 **adults juvenile Cards renewed online:** **Fines collected:** \$230.03 **Book sales: Copies: Fax: Coffee:** \$84.80

- a) It was discussed that there should be a Co-Chair. Ellen nominated Danette to fill the position.
- b) Upon motion made by Danette, seconded by Carol and carried, it was agreed to keep the current officers.
- c) In next month's meeting the by-laws will be discussed and amended. One issue that needs resolution is the length of time an officer serves. It was suggested that there be no term limits on officer positions.
- d) Terri discussed the HPLD report. The settlement was signed by all boards. There will be open meetings on March 31 and April 3 for interviews of nominees for HPLD trustees.
- e) There has been a suggestion that the Member Libraries hire a PR person as a shared expense.
- f) Terri will send HPLD situation updates to our Board of Trustees members.

**OLD BUSINESS:**



**NEW BUSINESS:**

- a) The problem handicap space was discussed. Upon motion made by Danette, seconded by Carol and carried it was agreed that the handicap space be moved from the front of the Library to the rear parking lot.

**CORRESPONDENCE / PATRON COMMENTS:** Thank you cards

**FUTURE AGENDA ITEM:**

- a) Review and amend the by-laws

**ADJOURNMENT:** Meeting adjourned.

Respectively submitted: Sally Harms, Secretary

**HUDSON PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
DATE: April 5, 2017**

**CALL TO ORDER:** 1:00 PM by Chairperson Jo Bowen

**TRUSTEES PRESENT:** Jo Bowen, Carol Bryant, Sally Harms and Cathy Bollers. Also present was Terri Redden, Library Director. Leonard Roskop, Ellen Korthuis, Danette Kramer and Judy McGill were absent.

**MINUTES:**

**FINANCIAL REPORT:** Valley Bank: Money Market: CD: Checking:  
Bank of Colorado: Money Market: Building Acc:

**LIBRARIAN'S REPORT:** Circulation: slf ck: reg ck: (interlibrary loans) & e:  
Patrons: Computer Uses: H L Cards issued: adults juvenile Cards  
renewed online: Fines collected: Book sales: Copies: Fax: Coffee:

**OLD BUSINESS:**

**NEW BUSINESS:** There was discussion about a proposal from Member Libraries to hire a PR company. This company will present Member Library information to the general public through the local press and the Greeley Tribune. This group would be contracted for six months and would cost each Member Library \$2333.00. The proposed company is Slate Communication. Each Member Library will appoint a point person as their representative to Slate Communication and help determine the message to be presented.

Upon motion made by Cathy, seconded by Sally and carried, it was agreed to contract with Slate Communication for six months at a cost of \$2333.00 along with the other Member Libraries.

Members Libraries are considering calling themselves The Founders.

**CORRESPONDENCE / PATRON COMMENTS:**

**FUTURE AGENDA ITEM:**

**ADJOURNMENT:** Meeting adjourned.

Respectively submitted: Sally Harms, Secretary

*Library*

**Hudson Public Library**

**Agenda, May 17, 2017 at 4:30 pm**

1. Call to order
2. Approve Minutes from April 19, 2017 meeting
3. Approve payment of bills
4. Librarian's Report
  - a) Update on Slate PR firm
5. Old Business
6. New Business
  - a) Present 2017 Scholarships (4:30 PM)
  - b) Bob Grand – Lost Creek Guide
  - c) Summer Reading T-Shirt Challenge presented by Grace
  - d) Playground options including theme and size
7. Correspondence and Patron Comments:
8. Adjourn

Next Meeting – June 21, 2017 at 5:00 PM

*document issues  
what works - doesn't?  
write down any helpful  
items.  
1st meeting -*

**HUDSON PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
DATE: April 15, 2017**

**CALL TO ORDER:** 1:00 PM by Chairperson Jo Bowen

**TRUSTEES PRESENT:** Jo Bowen, Carol Bryant, Sally Harms and Cathy Bollers. Also present was Terri Redden, Library Director. Leonard Roskop, Ellen Korthuis, Danette Kramer and Judy McGill were absent.

**MINUTES:**

**FINANCIAL REPORT:** Valley Bank: Money Market: CD: Checking:  
Bank of Colorado: Money Market: Building Acc:

**LIBRARIAN'S REPORT:** Circulation: slf ck: reg ck: (interlibrary loans) & e:  
Patrons: Computer Uses: H L Cards issued: adults juvenile Cards  
renewed online: Fines collected: Book sales: Copies: Fax: Coffee:

**OLD BUSINESS:**

**NEW BUSINESS:** There was discussion about a proposal from Member Libraries to hire a PR company. This company will present Member Library information to the general public through the local press and the Greeley Tribune. This group would be contracted for six months and would cost each Member Library \$2333.00. The proposed company is Slate Communication. Each Member Library will appoint a point person as their representative to Slate Communication and help determine the message to be presented.

Upon motion made by Cathy, seconded by Sally and carried, it was agreed to contract with Slate Communication for six months at a cost of \$2333.00 along with the other Member Libraries.

Members Libraries are considering calling themselves The Founders.

**CORRESPONDENCE / PATRON COMMENTS:**

**FUTURE AGENDA ITEM:**

**ADJOURNMENT:** Meeting adjourned.

Respectively submitted: Sally Harms, Secretary

## **Hudson Public Library Agenda**

**June 21, 2017 @ 5:00 p.m.**

- 1. Call to Order**
  
- 2. Approve Minutes from May 17<sup>th</sup>, 2017 Meeting**
  
- 3. Approve payment of bills**
  
- 4. Librarian's Report**
  - a. New HPLD board members**
  
- 5. Old Business a) playground**
  
- 6. New Business**
  
- 7. Correspondence and Patron Comments**
  
- 8. Adjourn**

**Next Meeting- July 19, 2017 at 5:00 p.m.**

Library -

Ambrosia -  
Hibachi -  
Greece

### Hudson Library Board Meeting



June 21<sup>st</sup>, 2017

#### 1. Librarian's Report:

a. Circ. : 3,099 ebooks 1135	Ytd 23,819
b. Patrons: 5,455	Ytd. 23,129
c. Computer uses: H 633	Ytd. 2,714
d. PCC 33	Ytd 144
e. Cards issued: 36	Ytd. 148
f. Fines & Fees \$82.95	Ytd. \$799.71
g. Coffee \$117.15	Ytd. \$538.40

h. New HPLD board members, district meetings on fourth Monday at 3:30 @ DSS

*Kersey library closed for repairs, may have new building  
wants to meet in various libraries, Applying for grants*  
Useful information, population in service areas for members:

Ault: 6,701, Eaton 10,747, Ft. Lupton 13,706, Johnstown 20,919,

Platteville 8,051 Hudson 14,738

Update for playground equipment

*correct*  
97,922.34

Valley Bank CD: ~~\$256,581.15~~ Checking: \$102,343.85 MMkt \$505,630.55

Bank of Colorado: Building \$286,993.33 MMkt \$5,349,898.83

Jan ✓  
Feb ✓  
march ✓  
April - not sure  
but incorrect

state meeting - 6/28 in Platteville @ 2:00  
CD matures in July - what would you like to  
do with it? Amount -  
2 CD's mature 7/27/17 66,159.34  
31,763

*Library*

# Hudson Library Board Meeting

*July*

## 1. Librarian's Report: July 19, 2017

a. Circ.: 4,151 e-books 634	Ytd 28,604
b. Patrons: 6,484	Ytd. 29,613
c. Computer uses: 737	Ytd. 3,451
d. PCC 34	Ytd 178
e. Cards issued: 55	Ytd. 203
f. Fines & Fees \$67.24	Ytd. \$866.95
g. Coffee \$115.75	Ytd. \$654.15

### New business:

1. Fair participation: 8-12-17, starting at 8:30, be there at 8:00, wear you SR shirts

2. Planning for library/town hall campus, Master Plan proposal

*approved*

### News from HPLD

### Old business:

### PR reports

*meeting next week to discuss plan*

CD: renewal or?

*no renewal*

*Tickets-chamber*

*Sat. community*

*day Ice Cream to Habitat?*

*Pedal to the Plains*

*9-15*

*Library asked to be education spot*

*8/21 eclipse*

*email*

*1:00*

*Ice Cream 8-19*

*8-26*

Valley Bank CD: \$97,922.34 Checking: \$89,243.36 MMkt \$465,287.39

Bank of Colorado: Building \$267,739.98 MMkt \$5,957,154.64

## **Hudson Public Library**

### **Agenda, August 16, 2017 at 5:00 pm**

1. Call to order
2. Approve Minutes from meeting
3. Approve payment of bills
4. Librarian's Report
5. Old Business
  - a) PR Firm update and ideas
6. New Business
  - a) Cassell business program, Lorraine Trotter, Auditor
7. Correspondence and Patron Comments
8. Adjourn

Next Meeting – September 20, 2017 at 5:00 pm



Library

**HUDSON PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
DATE: July 19, 2017**

**CALL TO ORDER:** 4:00 pm by Chairperson Jo Bowen.

**TRUSTEES PRESENT:** Cathy Bollers, Jo Bowen, Sally Harms, Ellen Korhuis, Danette Kramer and Leonard Roskop. Also present was Library Director Terri Redden. Carol Bryant and Judy McGill were absent.

**MINUTES:** Upon motion made by Lenoard, seconded by Danette and carried the minutes of the June 21, 2017 meeting were approved.

**FINANCIAL REPORT:**

**Valley Bank: Money Market: \$465,287.39 CD: \$97,922.34 Checking: \$89,243.36**

**Bank of Colorado: Money Market: \$5,957,154.64 Building Acc: \$267,739.98**

Bills were discussed and upon motion made by Danette, seconded by Ellen and carried, the bills were approved for payment.

**LIBRARIAN'S REPORT: Circulation: 4,151 slf ck: reg ck: (interlibrary loans) & e: 634 Patrons: 6,484 Computer Uses: H 737 L 34 Cards issued: 55 adults: juvenile: Cards renewed online: Fines and Fees collected: \$67.24 Book Sales: Copies: Fax: Coffee: \$115.75**

- a) PDG PRiDiAN Design Group will design and build the Master Plan proposal for the Library/Town Hall campus. Upon motion made by Ellen, seconded by Leonard and carried it was agreed to hire Mike Tupa and PDG PRiDiAN Design Group for the Master Plan.
- b) Terri reported that HPLD Director Janine Reid will resign on September 1. The HPLD Library Board will interview and hire the new Director.
- c) Pedal the Plains Bicycle Tour will stop in Hudson on September 15 for lunch at the Town Hall and then visit the Library.
- d) Habitat for Humanity house will be finished in September. Volunteers are needed on August 19<sup>th</sup> or 26<sup>th</sup> to ~~serve food~~ <sup>ICE CREAM</sup> to the workers at 1:00 pm.
- e) The eclipse of the sun will be celebrated at the Library on August 21.

**OLD BUSINESS:**

- a) The CDs were discussed. It was agreed to let them ride.

**NEW BUSINESS:**

**CORRESPONDENCE/PATRON COMMENTS:**

**FUTURE AGENDA ITEM:**

**ADJOURNMENT:** Upon motion made by Sally, seconded by Danette and carried, the meeting was adjourned at 4:45 pm.

Respectively Submitted: Sally Harms, Secretary

Library

Hudson Public Library

Agenda September 20, 2017 at 5:00 pm

1. Call to order
2. Approve Minutes from August 16 meeting
3. Approve payment of bills
4. Librarian's Report
5. Old Business
  - a. Using Cassel program for our bookkeeping
  - b. Playground progress
6. New Business
  - a. Hiring part timer person, around 10 hours per week for children's activities after school *10.20 per hr. - 2018 min. wage*
  - b. Including spouses at Christmas party at the library
  - c. Vets program for November
  - d. HPLD updates
7. Correspondence and Patron Comments
8. Adjourn

Next Meeting - October 18 at 5:00 pm

Budget - committee when Cathy can attend  
Opening for Habitat home 10-2 @ 5:30

Do we want to attend & contribute something?

Opening for Nantes

~~Loebkuie~~  
~~amed~~

**HUDSON PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
DATE: August 16, 2017**

**CALL TO ORDER:** 5:30 pm by Chairperson Jo Bowen.

**TRUSTEES PRESENT:** Cathy Bollers, Carol Bryant, Jo Bowen, Sally Harms, Ellen Korhuis, Danette Kramer and Leonard Roskop. Also present were Library Director Terri Redden and Judy McGill representing the Town of Hudson.

**MINUTES:** The July minutes should be corrected that ice cream not food will be served at the Habitat for Humanity House on Habitat Day. Upon motion made by Ellen, seconded by Danette and carried, the minutes were approved as corrected.

**FINANCIAL REPORT:**

**Valley Bank: Money Market:** \$437,388.56 **CD:** \$98,061.89 **Checking:** \$71,626.96  
**Bank of Colorado: Money Market:** \$5,957,407.62 **Building Acc:** \$265,493.02  
Bills were discussed and upon motion made by Sally, seconded by Leonard and carried the bills were approved for payment.

**LIBRARIAN'S REPORT: Circulation:** July 5,391 **slf ck: reg ck: (interlibrary loans) & e:** 1,200 **Patrons:** July 5,391 **Computer Uses:** H 645 L 21 **Cards issued:** 39 **adults: juvenile: Cards renewed online: Fines and Fees collected:** \$94.15 **Book Sales: Copies: Fax: Coffee:** \$106.75

- a) HPLD board has questions for the member libraries:
  - 1. What is working?
  - 2. What do we need that we aren't getting?
  - 3. What do you think will improve relations?
- b) The Keenesburg parade Library float took 2<sup>nd</sup> place this year.

**OLD BUSINESS:**

- a) The PR flyer was discussed. It should have positive information on what our library is doing with patron comments.

**NEW BUSINESS:**

- a) Lorraine Trotter – Financial Consultant for the Town of Hudson reported on shared services with the town. We asked for an agreement with the Town that shows and explains the process and the Library's part and the Town's part.
- c) The landscaping plan is not done yet.
- d) Pedal the Plains will be in Hudson on September 15. Lunch will be served at the Town Hall and the bicyclers will visit the Library as an informational spot. An exhibit of Hudson and plains photos is planned.

**CORRESPONDENCE/PATRON COMMENTS:**

**FUTURE AGENDA ITEM:**

**ADJOURNMENT:** Upon motion made by Ellen, seconded by Danette and carried the meeting was adjourned at 6:30 PM.

Respectively Submitted: Sally Harms, Secretary

yes

Danette -  
still driving?

Library

community

**Hudson Public Library**

**Agenda October 17, 2017 at 4:00 pm**

1. Call to order
2. Approve Minutes from September 20, 2017 meeting
3. Approve payment of bills
4. Librarian's Report
5. Old Business
  - a) Budget
  - b) Accounting using Cassele
  - c) Van
6. New Business
7. Correspondence and Patron Comments
8. Adjourn

Next Meeting – November 15, 2017 at 5:00 pm

**HUDSON PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
DATE: September 20, 2017**

**CALL TO ORDER:** 5:00 pm by Chairperson Jo Bowen

**TRUSTEES PRESENT:** Jo Bowen, Carol Bryant, Sally Harms, Ellen Korthuis and Danette Kramer. Also present were Terri Redden, Library Director and Judy McGill, representing the Town of Hudson. Leonard Roskop and Cathy Bollers were absent.

**MINUTES:** Upon motion made Ellen, seconded by Carol and carried the minutes of the August 16 meeting were approved.

**FINANCIAL REPORT:**

**Valley Bank: Money Market:** \$437,654.88 **CD:** \$98,061.89 **Checking:** \$67,931.61  
**Bank of Colorado: Money Market:** \$6,333,560.56 **Building Acct:** \$12,017.99

The bills were reviewed and upon motion made by Danette, seconded by Ellen and carried the bills were approved for payment.

**LIBRARIAN'S REPORT:** **Circulation:** 2,737 **slf ck:** **reg ck: (interlibrary loans) & e:** 1,195 **Patrons:** 5,616 **Computer Uses:** H 542 L 31 **Cards issued:** 29 **adults:** **juvenile:** **Cards renewed online:** **Fines and Fees collected:** \$147.95 **Book Sales:** **Copies:** **Fax:** **Coffee:** \$87.60

- a) The historic photos of Hudson in the Community Room will become a permanent display. Staff is seeking info on labeling the photos.
- b) Terri will meet with Lochbuie next week to discuss library possibilities.
- c) The Habitat for Humanity house dedication will be October 2 at 5:30 pm.
- d) The new Nantes Library dedication will be September 23 from 2:00 to 4:00 pm. The library is located at 703 Birch St. in Gilcrest.
- e) The Scholarship program was discussed. Upon motion made by Ellen, seconded by Danette and carried it was agreed to award scholarships in the amount of \$1,000.00 per student, with up to five scholarships being awarded.

**OLD BUSINESS:**

- a) Cassel bookkeeping program was put on hold until next meeting.
- b) Playground plans were discussed. There will be meetings to discuss and finalize the plans. Board members are welcome to attend. The budget line item was discussed and it was decided to raise it from \$100,000 to \$200,000.

**NEW BUSINESS:**

- a) A part-time staff person is needed in the afternoons to work with children on Mondays and other days as specified. Upon motion made by Sally,

seconded by Danette and carried it was agreed to hire a person who will work with the children 10 hours per week at the minimum wage of \$10.20 per hour.

- b) It was agreed that spouses (or a guest) will be included at the Christmas party.
- c) November Veteran's Day activities were discussed. There will be a display of items/photos etc. donated by attendees and a dinner following the festivities. (There was discussion of helping with dinner. Judy suggested the Library provide dessert. → *Christmas Dinner*)
- d) HPLD was discussed. Terri said the new board members are willing to include Member Libraries in their plans. They are asking for suggestions on interview questions as they search for a new Library Director.
- e) There will be board training sessions for HPLD trustees. Member libraries board members are invited to participate. The dates are November 6 and February 5 with more information to follow.
- f) There was budget discussion. Budget will be approved in the October meeting.

**CORRESPONDENCE/PATRON COMMENTS:** Thanks you notes from patrons were read.

**FUTURE AGENDA ITEM:**

- a) Budget items
- b) Cassel program

**ADJOURNMENT:** Upon motion made by Danette, seconded by Ellen and carried, the meeting adjourned at 6:20 pm.

Respectively Submitted: Sally Harms, Secretary



## Hudson Public Library

### Agenda November 15, 2017 at 4:00 pm

1. Call to order
2. Approve Minutes from September 20, 2017 meeting
3. Approve payment of bills
4. Librarian's Report
5. Old Business
6. New Business
  - a) Banking – switching to combined account for payment of bills
  - b) Survey results – extend hours? Discussion of programming with Jay.
  - c) Comment cards
  - d) Christmas meeting
  - e) March workshop. Can we close library again?
  - f) Snow removal – costs involved.
7. Correspondence and Patron Comments
8. Adjourn

Next Meeting – December 20, 2017 at 5:00 pm

**HUDSON PUBLIC LIBRARY  
BOARD OF TRUSTEES MINUTES  
DATE: October 17, 2017**

**CALL TO ORDER:** Chairperson Jo Bowen 4:20 PM

**TRUSTEES PRESENT:** Cathy Bollers, Jo Bowen, Carol Bryant, Sally Harms, Ellen Korthuis, Danette Kramer and Leonard Roskop. Also present was Library Director Terri Redden. Judy McGill was absent.

**MINUTES:** There was discussion about the 9-20 minutes. It was not suggested that the Library serve dessert at the Veteran's dinner. Upon motion made by Ellen, seconded by Danette and carried, the minutes for September 20, 2017 were approved as corrected.

**FINANCIAL REPORT:**

**Valley Bank: Money Market:** \$438,049.58 **CD:** \$98,061.89 **Checking:** \$42,905.35  
**Bank of Colorado: Money Market:** \$6,333,812.17 **Building Acc:** \$10,422.31 Upon motion made by Leonard, seconded by Cathy and carried, the bills were approved for payment.

**LIBRARIAN'S REPORT: Circulation:** 2,449 (interlibrary loans) & e: 1158 **Patrons:** 5,002 **Computer Uses:** 479 **Cards issued:** 21 **Cards renewed online:** **Fines and Fees collected:** \$100.99 **Book Sales:** **Copies:** **Fax:** **Coffee:** \$80.35

- a) Jay Kay, with the Town of Hudson, attended the meeting to discuss the purchase of a 15-passenger van for use by the Town and the Library. The Town has budgeted \$40,000.00 for the van. The Town has suggested that the Library pay ½ of the cost of the van as well as ½ of service costs. No CDL training is needed for the driver. Insurance coverage will be determined. Participants on a trip will sign waivers. Questions centered on sharing the cost - perhaps by a use ratio; "in case of" and insurance coverage.

**OLD BUSINESS:**

- a) Signage for Library areas was discussed. A bid of \$3195.00 has been submitted by Signorama. Upon motion by Ellen, seconded by Carol and carried, the signage bid was approved.
- b) There was discussion of the Caselle Budgeting program. Upon motion made by Leonard, seconded by Cathy and carried, the Cassel program was approved.
- c) The preliminary budget for 2018 was discussed. Upon motion made by Leonard, seconded by Ellen and carried, the preliminary budget was approved.
- d) The PR firm Slate will design a traveling display including info on all member libraries. It will rotate from library to library during the year.

- e) Terri will meet with Lochbuie personnel on November 16 at 2:00 PM to discuss plans for ~~programs~~ <sup>PeC</sup> for the Town.
- f) Playground discussions are ongoing. Joe suggests umbrellas not slated roofing for shade. School gardens are under discussion with school principal.

**NEW BUSINESS:**

- a) HPLD Board Training sessions will be held on November 6 and February 5. The February meeting is geared more for member libraries.
- b) Mayor Ray Patch is retiring. A party will be held November 13 at the Pepper Pod. Upon motion made by Leonard, seconded by Carol and carried, a \$250.00 generic gift card will be presented to Mayor Patch.

**CORRESPONDENCE/PATRON COMMENTS:**

**FUTURE AGENDA ITEM:**

**ADJOURNMENT:** Upon motion made by Ellen, seconded by Leonard and carried, the meeting adjourned at 5:40 PM.

Respectively Submitted: Sally Harms, Secretary

## Hudson Library Board Meeting

### 1. Librarian's Report: No Meeting for December 2017

a. Circ. : November 2,381 e 1200	Ytd 44,944
b. Patrons: November 10,317	Ytd. 61,012
c. Computer uses 445	Ytd. 6,060
d. PCC L 20	Ytd 300
e. Cards issued: 9	Ytd. 333
f. Fines & Fees \$ 69.00	Ytd. \$1,636.60
g. Coffee \$74.50	Ytd. \$1,098.15

Merry Christmas & Happy New Year!!

Valley Bank CD: \$98,161.47    Checking: \$52,689.76    MMkt \$367,601.79

Bank of Colorado:Building \$19,042.65    MMkt \$6,324,349.82

my tasks -

notify Samantha - meeting date 2-5-18 9:30-noon

notify Lochbuie - proposed closing 8-1-17

moving book drop

### Hudson Library Board Meeting

new hours

Greedy Govt. on Library District



0.545

### 1. Librarian's Report: January 18, 2018

ob7  
nt  
audio

a. Circ. : 1,934 e 1200, correction oct.1080	Ytd 49,158
b. Patrons: December 4,271	Ytd. 65,283
c. Computer uses 402	Ytd. 6,462
d. PCC 23	Ytd 323
e. Cards issued: 18	Ytd. 351
f. Fines & Fees \$116.60	Ytd. \$1,753.20
g. Coffee \$71.45	Ytd. \$1169.60

Reopen meeting notes from November, correction to salaries

mileage

i. Ballot box, permanent location at the Hudson Library

2017 Rate.

533.5 fed. standard

~~1201854.5~~

0.545

250<sup>00</sup>

Gift, amount?

Informational Items:

- 1. Lochbuie progress
- 2. Joe Racine to attend February meeting
- 3. Visit to Hudson

from Tony, interim director of HPLD

Public Forum to meet

Candidates

2/8 9:00 a.m.

HP Board interviews - 2/9

Valley Bank CD: \$98,161.47    Checking: \$367,607.83    MMkt 26,415.19

Bank of Colorado: Building \$17,887.53    MMkt \$6,324,601.06

chamber dinner-12

playground progress - Mike still finalizing drawing

Valentines Day tea - Feb. 10th

ESH - start Jan. 20 -

thank you from CTBL

new hours - March 1

changes  
m 10-8    w 10-8

draft for member services    March 5 - tentative

Attending dinner  
Ellen + Bob  
Jo Judy  
Carol Christi  
Mike + Tami  
Ron + Terri  
2 spots Open