AGENDA
Garfield County Public Library District Board of Trustees Meeting
Date: Thursday, May 4, 2023, 2:00 PM
Place: Parachute Branch Library

Board Mission Statement: The GCPLD Board supports the GCPLD mission, vision, and values through the following actions: Ensuring financial stability, investing in staff development, providing service advocacy, and promoting District library innovation.

I. CALL TO ORDER

A. Roll Call
B. Public Participation: 3 minutes per person
C. Approval of the agenda

II. CONSENT AGENDA FOR APPROVAL

A. Minutes of Library Board meeting April 6, 2023 (pp 2-3)
B. Minutes of the Special Library Board meeting April 24, 2023 (pp 4)
C. Claims for Board Approval: General Fund March 16 through April 15, 2023 (pp.5-6); Alpine Bank Credit Card Statement March (pp. 7-9)

III. ACTION ITEMS

IV. Planning Solutions space planning proposal (pp. 10-13)

IV. DISCUSSION ITEM

V. Management Report, Jamie LaRue (pp.14-18))
VI. Public Library Annual Report 2022 (PLAR) (pp. 19-27)
VII. Finance Report, Kevin Hettler (pp.28-33)
VIII. Branch Report, Stacy Kline, Parachute Branch Manager (pp. 34)
IX. "Did You Know" training, Michelle Foster

Next Board Meeting June 1, 2023, 2 pm, Location: Carbondale Branch Library

Adjourn meeting.

This agenda is subject to change, including adding items up to 24 hours in advance or deleting items at any time. All times are approximate. If special accommodations are necessary per ADA, please call 970-625-4270 before the meeting.

Prepared by: Jamie LaRue, Executive Director

GARFIELD COUNTY PUBLIC LIBRARY DISTRICT
RECORD OF PROCEEDINGS: BOARD OF TRUSTEES MEETING
Place: Glenwood Springs Branch Library
April 6, 2023

I. A. CALL TO ORDER

Adrian Rippy-Sheehy called the meeting to order at **2:00 pm**. Kim Owens conducted the roll call.

BOARD MEMBERS PRESENT:
Jocelyn Durrance
Carolyn Tucker
John Mallonee
Adrian Rippy-Sheehy
Crystal Mariscal
Michelle Foster Via Phone

BOARD MEMBERS EXCUSED:
Susan Use

BOARD MEMBERS UNEXCUSED:
N/A

STAFF PRESENT:
Jenn Cook
Toni Carsten
Seth Bontrager
Jon Medrano
Rebecca Zuniga
Jamie LaRue
Eileen Cummings
Darla Baumli
Melissa Terry
Ari Beachey
Brandi Aguilar
James Larson
Emily Hisel
Alex Garcia
Sheldon Emery
Amy Tonozzi
Kevin Hettler
Jen Callison
Kim Owens
Amaranda Fregoso
Ana Gaytan
Tracy Kallassy

PUBLIC PRESENT:
John Lepkowski
Roset Vu

GUESTS PRESENT:
Kim Seter via phone

PUBLIC COMMENT: John Lepkowski asked for "The Spector of Communism" books to be put in the library. Wants certain books to be put on top shelves.

I. APPROVAL OF THE AGENDA

A motion to approve the agenda was made by Jocelyn Durrance, and seconded by Crystal Mariscal - **Motion passed.**

II. CONSENT ITEMS FOR APPROVAL

A. Minutes of Library Board meeting March 2, 2023 (pp 2-4)

B. Claims for Board Approval: General Fund February 16 through March 15, 2023 (pp.5-6); Alpine Bank Credit Card Statement February (pp. 7-9)

I. A motion to approve the agenda was made by Crystal Mariscal, seconded by Jocelyn Durrance – **Motion passed.**

C. **ACTION ITEMS**

A. Paid Sick Leave and Paid Personal Days Off policy, Kim Owens (pp.10-14)

i. A motion to approve the new sick leave and paid personal days off policy was made by John Mallonee, and seconded by Crystal Mariscal – **Motion passed.**

B. Volunteer Policy, Kim Owens (pp.15)

i. A motion to pass the new volunteer policy was made by Jocelyn Durrance, and seconded by Carolyn Tucker – **Motion passed.**

IV. DISCUSSION ITEMS

A. Management Report, Jamie LaRue (pp.16-21)

i. Introduction: Nancy Barnes, Director of Branch Libraries
ii. Governor Polis's proclamation
iii. Discovery Café
iv. Money from the GCPLD Foundation for housing

B. Finance Report, Kevin Hettler (pp.22-27)

i. Phone system transition to Verizon.
ii. Financial statement audit.

C. Branch Report, Daniel Messer, Glenwood Springs Branch Manager (pp. 28)

i. Thanked the team for working through illnesses and vacancies.
ii. Recent successes – Genealogy 101, teen tech week, GWS Art Guild reception.

D. "Did You Know" training, Susan Use

i. Susan was excused. Adrian talked about the things happening in the library this month.

A motion to adjourn was made by Adrian Rippy-Sheehy. The meeting adjourned at **2:36 pm**.

NEXT MEETING

The next regular board meeting is on May 4, 2023, Location: Parachute Branch Library at 2:00 pm.

GARFIELD COUNTY PUBLIC LIBRARY DISTRICT
RECORD OF PROCEEDINGS: SPECIAL BOARD OF TRUSTEES PUBLIC HEARING
Place: ZOOM VIRTUAL
April 24, 2023

BOARD MEMBERS PRESENT:
Jocelyn Durrance
Susan Use
John Mallonee
Adrian Rippy-Sheehy
Crystal Mariscal
Carolyn Tucker
Michelle Foster

STAFF PRESENT:

Jamie LaRue	Kim Owens
Melissa Terry	Jenn Cook
Kevin Hettler	Paul Stanley
Toni Carsten	Eileen Cummings
Ana Gaytan	Parachute Library Staff

PUBLIC PRESENT:
Kelly Morris

I. A. CALL TO ORDER

Adrian Rippy-Sheehy called the meeting to order at **1:02 pm**. Kevin Hettler conducted the roll call.

I. B. APPROVAL OF THE AGENDA
A motion to approve the agenda was made by Carolyn Tucker, and seconded by Susan Use - **Motion passed.**

II. ACTION ITEMS

A. Discussion of the Appeal to Request Reconsideration Decision.
- Three book titles were requested for reconsideration: *Gender Queer : a memoir*, by Maia Kobabe, *This Book is Gay,* by Juno Dawson, and *Let's Talk About It the Teen's Guide to Sex, Relationships, and Being a Human,* by Erika Moen and Matthew Nolan. Each title was discussed. Motions were made to retain all titles, and any classifications of the item will be entrusted to the Library staff. – **Motions passed**.
- A motion to limit reconsideration on these 3 titles was made for a three-year period, unless 6 or more board members agree to hear the appeal. – **Motion passed**.

The motion to adjourn was made by Adrian Rippy-Sheehy. The meeting adjourned at 1:48pm.

NEXT MEETING: May 4, 2023, 2pm, Parachute Branch Library.

Garfield County Public Library District
Claims for Board Approval
March 16 through April 15, 2023

Date	Num	Name	Memo	Amount
10010 · Alpine Bank- Gen(..7072)				
03/16/2023	eft	CRA	3/10/23 retirement contributions	(6,874.97)
03/16/2023	eft	CRA	3/10/23 retirement contributions	(4,924.21)
03/27/2023	eft	Alpine Bank	Feb c.c. pmt	(6,522.57)
03/29/2023	ach	Town of Carbondale	water / sewer	(88.78)
03/29/2023	ach	Town of New Castle	water / sewer	(221.65)
03/29/2023	ach	Xcel Energy	NC PA RI SI Electricity	(4,266.59)
03/29/2023	Eft	CRA	3/24/23 retirement contributions	(6,914.67)
03/29/2023	Eft	CRA	3/24/23 retirement contributions	(5,036.33)
03/29/2023	Eft	Black Hills Energy	GW & CA Gas	(2,508.39)
03/29/2023	Eft	City of Rifle	RI water/sewer	(169.92)
03/31/2023	25421	A Clean Break, LLC	RI, SI, NC Mar cleaning	(6,700.00)
03/31/2023	25422	AlwaysMountainTim...	Nueva radio ads	(250.00)
03/31/2023	25423	Ashworth, Tiffany	CA YSC candidate travel reimb	(978.40)
03/31/2023	25424	Aspen Science Center	Kids/ Teen Events	(1,560.00)
03/31/2023	25425	Aunt Flow	Janitorial supplies	(3,120.00)
03/31/2023	25426	Birds Beware Windo...	Exterior and Interior window cleaning - All...	(4,350.00)
03/31/2023	25427	Cardiff Cleaning Ser...	GW CA Mar cleaning	(4,422.00)
03/31/2023	25428	Citadel Security Gro...	GW security service	(3,142.80)
03/31/2023	25429	City of Glenwood Sp...	GW Electricity	(950.62)
03/31/2023	25430	Cook, Jennifer	RIPL 2023- Airfare Reimbursement	(550.80)
03/31/2023	25431	Couch, Christine	Finding Colorado Event	(120.00)
03/31/2023	25432	Crystal River Jeep T...	Winter Reading Grand Prize	(500.00)
03/31/2023	25433	Cura HR, LLC	HR support/DISC/Goal Planning/survey fi...	(980.00)
03/31/2023	25434	Current Solutions	GW IT New CAT6 for self-ck kiosk	(977.89)
03/31/2023	25435	Daly Property Servic...	GW Feb snow removal	(1,740.00)
03/31/2023	25436	Demco	processing supplies	(1,018.47)
03/31/2023	25437	Elite Plumbing & Dr...	RI restroom plumbing repair	(535.00)
03/31/2023	25438	Fernando, Preethi	Women who shook the world speaking ev...	(1,500.00)
03/31/2023	25439	Friend, Sara	Mileage reimb	(61.57)
03/31/2023	25440	Gotcha Covered	Deposit for RI Window Covers	(1,500.00)
03/31/2023	25441	ImageNet Consultin...	Copier lease	(1,161.66)
03/31/2023	25442	Ingraham, Ildiko	CA sound immersion event	(300.00)
03/31/2023	25443	Ingram Library Servi...	Library materials	(6,722.42)
03/31/2023	25444	Interior Concepts of ...	Self-check furniture-final payment	(7,201.34)
03/31/2023	25445	Isenhart, Jeremy	A/V services for Mushroom Presentation	(150.00)
03/31/2023	25446	Kallassy, Tracy	RIPL 2023- Airfare Reimbursement	(597.80)
03/31/2023	25447	Karrel, Thomas	Conversations event facilitation	(300.00)
03/31/2023	25448	Latin American Boo...	Latin American Books	(5,829.81)
03/31/2023	25449	Library Ideas LLC	Library materials	(1,087.32)
03/31/2023	25450	Mac's Landscape S...	PA Feb. snow removal	(405.00)
03/31/2023	25451	Messer, Daniel	Mileage Reimbursement	(222.04)
03/31/2023	25452	Midwest Tape	Library materials	(5,628.89)
03/31/2023	25453	NewsBank, inc.	Annual subscription renewal	(5,979.00)
03/31/2023	25454	OverDrive	Library e-materials	(6,913.32)
03/31/2023	25455	Pauline S. Schneeg...	Wildlife Program	(900.00)
03/31/2023	25457	Seter & Vander Wall...	Legal Services	(609.00)
03/31/2023	25458	Suarez, Dulce Andrea	translation - courtesy notice	(35.00)
03/31/2023	25459	Universal Mechanic...	SI HVAC Repairs	(608.44)
03/31/2023	25460	Van Devender, Jeffrey	Ukulele Classes	(1,300.00)
03/31/2023	25461	Western Paper Distr...	Janitorial supplies	(1,392.35)
03/31/2023	25462	Reliance Standard	April disability insurance	(1,074.13)
03/31/2023	Eft	Garfield County Publ...	book sales / donations	(1,425.57)
04/03/2023	eft	WEX Bank	Mar vehicle fuel / maintenance	(749.80)
04/10/2023	Eft	Verizon Wireless	Cell phones, hotspots, & filtering service	(6,112.37)
04/12/2023	eft	CRA	4/7/23 retirement contributions	(6,006.20)
04/12/2023	eft	CRA	4/7/23 retirement contributions	(4,836.91)
04/14/2023	25463	625-Water(9283)	RI SI staff water	(121.70)
04/14/2023	25464	Ajax Roofing Compa...	CA NC roof repairs	(2,551.93)
04/14/2023	25465	American Janitor LLC	Parachute March Cleaning	(1,096.00)
04/14/2023	25466	Anvil Points Upholst...	Parachute Carpet & Upholstery Cleaning	(1,498.80)
04/14/2023	25467	Benson, Kim	Mileage Reimbursement	(82.66)
04/14/2023	25468	Brainfuse Inc.	VetNow online education services, 5/8/20...	(5,000.00)
04/14/2023	25469	Callison, Jennifer	Education assistance	(1,551.88)
04/14/2023	25470	Cedar Networks	April broadband	(1,194.00)
04/14/2023	25471	Citadel Security Gro...	GW Security service	(3,026.40)
04/14/2023	25472	City of Glenwood Sp...	GW Electricity	(857.64)
04/14/2023	25473	Colorado River Valle...	Knowledge Fest- Refreshments	(54.49)

Garfield County Public Library District
Claims for Board Approval
March 16 through April 15, 2023

Date	Num	Name	Memo	Amount
04/14/2023	25474	Computershare Trus...	COP Trustee fee	(2,500.00)
04/14/2023	25475	Cook, Jennifer	Education assistance	(3,103.75)
04/14/2023	25476	Cura HR, LLC	HR support/DISC/Goal Planning/survey fi...	(3,832.50)
04/14/2023	25477	Demco	Processing supplies	(599.23)
04/14/2023	25478	Employers Council, I...	Employee Handbook review	(300.00)
04/14/2023	25479	EverGreen ZeroWaste	Carbondale compost service	(65.00)
04/14/2023	25480	Friesen, Kathleen	Cowboy Corral Concert	(500.00)
04/14/2023	25481	Governmentjobs.co...	NEOGOV Perform renewal 6/30/23	(12,212.80)
04/14/2023	25482	Helmer, Shirley	Mileage Reimbursement	(35.37)
04/14/2023	25483	Hisel, Emily	Education assistance	(1,551.88)
04/14/2023	25484	ImageNet Consultin...	Copier copies	(1,037.74)
04/14/2023	25485	Ingram Library Servi...	Library materials	(13,610.63)
04/14/2023	25486	Kline, Stacy	Mileage reimb	(368.37)
04/14/2023	25487	Marmot Library Net...	2nd Qtr IT support	(58,962.85)
04/14/2023	25488	Messer, Daniel	Education assistance	(3,103.75)
04/14/2023	25489	Midwest Tape	Library materials	(14,754.71)
04/14/2023	25490	Morning Star Elevat...	NC Semi annual elevator p&m	(560.00)
04/14/2023	25491	Mountain Pest Contr...	March spraying	(150.00)
04/14/2023	25492	Mountain Waste & R...	SI trash / recycling	(81.18)
04/14/2023	25493	AlwaysMountainTim...	Radio ads	(2,350.00)
04/14/2023	25494	Grand River Health	Staff training day venue	(3,402.00)
04/14/2023	25495	Newmind Group, Inc.	3 New Chrome Licenses	(750.00)
04/14/2023	25496	Northwest Colorado ...	RI annual elevator inspections	(718.00)
04/14/2023	25497	Suarez, Dulce Andrea	Dia del Nino- Translation services	(35.00)
04/14/2023	25498	Terry, Melissa	Education assistance / mileage reimb	(762.14)
04/14/2023	25499	Transparent Informa...	Background checks	(58.55)
04/14/2023	25500	Unique Managemen...	March Collections service	(59.70)
04/14/2023	25501	Vail, Sarah	Education assistance	(2,230.00)
04/14/2023	25502	Western Paper Distr...	Janitorial supplies	(890.83)
04/14/2023	25503	Willis Towers/CEBT	May health insurance	(33,398.02)
04/14/2023	25504	World Book, Inc.	Online World Book databases	(4,536.00)
04/14/2023	25505	WT.COX Informatio...	GW magazine subscriptions	(43.20)
04/14/2023	Eft	CenturyLink	elevator / fire alarm telephone service	(425.70)
04/14/2023	Eft	Town of Silt	water / sewer	(173.85)
Total 10010 · Alpine Bank- Gen(..7072)				(324,232.25)
TOTAL				**(324,232.25)**

Garfield County Public Library District
Reconciliation Detail
20510 · Alpine Bank Purchase Card, Period Ending 03/31/2023

Type	Date	Num	Memo	Clr	Amount	Balance
Beginning Balance						6,522.57
Cleared Transactions						
Charges and Cash Advances - 125 items						
Credit Card Charge	02/27/2023	SSALAConfre	ALA National Conference	X	(385.00)	(385.00)
Credit Card Charge	02/27/2023	SSALAConfre	ALA National Conference	X	(385.00)	(770.00)
Credit Card Charge	02/27/2023	FTWM	Lights for Silt	X	(8.88)	(778.88)
Credit Card Charge	02/28/2023	MMEasyBad...	Key Fobs	X	(369.00)	(1,147.88)
Credit Card Charge	02/28/2023	GWALA	ALA, PLA, & RUSA Membersh...	X	(303.00)	(1,450.88)
Credit Card Charge	02/28/2023	MMKnightSou	Lighting Controls	X	(271.40)	(1,722.28)
Credit Card Charge	02/28/2023	RIThaiBistr	WRP Raffle Gift	X	(50.00)	(1,772.28)
Credit Card Charge	03/01/2023	SSStageDrop	Event Stage Panels	X	(1,597.42)	(3,369.70)
Credit Card Charge	03/01/2023	SSWM	Game on Program	X	(688.98)	(4,058.68)
Credit Card Charge	03/01/2023	SSReadingWa	Summer Reading	X	(359.95)	(4,418.63)
Credit Card Charge	03/01/2023	SSMichaels	Cozy Crochet Corner	X	(35.42)	(4,454.05)
Credit Card Charge	03/01/2023	SSSheetLab	Admin Staff Day	X	(30.83)	(4,484.88)
Credit Card Charge	03/01/2023	GWUSPS	GW ILL Postage	X	(4.13)	(4,489.01)
Credit Card Charge	03/01/2023	RIUSPS	RI ILL Postage	X	(3.47)	(4,492.48)
Credit Card Charge	03/02/2023	CAWM	Creator Club Supplies	X	(74.30)	(4,566.78)
Credit Card Charge	03/02/2023	SS3CM	March Board Meeting Refresh...	X	(51.42)	(4,618.20)
Credit Card Charge	03/02/2023	CACM	Staff Going Away Party Supplies	X	(27.98)	(4,646.18)
Credit Card Charge	03/02/2023	RIRibCity	WRP Raffle Price	X	(25.00)	(4,671.18)
Credit Card Charge	03/03/2023	SSDunkin	Employee Appreciation Day	X	(130.34)	(4,801.52)
Credit Card Charge	03/06/2023	SSBulkAppa	Staff Day Swag	X	(1,105.25)	(5,906.77)
Credit Card Charge	03/06/2023	PAUSPS	PA ILL Postage	X	(15.86)	(5,922.63)
Credit Card Charge	03/06/2023	FTWM	Wall Repair Supplies	X	(10.24)	(5,932.87)
Credit Card Charge	03/06/2023	NCUSPS	NC ILL Postage	X	(7.60)	(5,940.47)
Credit Card Charge	03/06/2023	CACM	Meet the Author Snacks	X	(4.49)	(5,944.96)
Credit Card Charge	03/07/2023	PAWM	Youth Program Supplies & Jan...	X	(41.40)	(5,986.36)
Credit Card Charge	03/07/2023	RIUSPS	RI ILL Postage	X	(11.07)	(5,997.43)
Credit Card Charge	03/07/2023	CACricut	Adult Programs	X	(10.61)	(6,008.04)
Credit Card Charge	03/08/2023	GWWM	Kids & Adult Program Material...	X	(192.57)	(6,200.61)
Credit Card Charge	03/08/2023	SIWM	Supplies for Kid Programs	X	(65.44)	(6,266.05)
Credit Card Charge	03/08/2023	SILittleCas	Staff Meeting	X	(29.95)	(6,296.00)
Credit Card Charge	03/08/2023	SIDT	Prizes for Kids Passive Program	X	(10.50)	(6,306.50)
Credit Card Charge	03/09/2023	FTWM	RI Paint Supplies/ Janitorial	X	(92.82)	(6,399.32)
Credit Card Charge	03/09/2023	RIWM	Programs & RI Office Supplies	X	(85.84)	(6,485.16)
Credit Card Charge	03/09/2023	FTMNTHighPa	RI Office Paint	X	(74.95)	(6,560.11)
Credit Card Charge	03/09/2023	SSCostco	bank checks	X	(51.45)	(6,611.56)
Credit Card Charge	03/09/2023	CADollarTre	CA Office Supplies	X	(31.39)	(6,642.95)
Credit Card Charge	03/09/2023	SIUSPS	SI ILL Postage	X	(3.47)	(6,646.42)
Credit Card Charge	03/10/2023	SIMinersCla	Winter Reading Prizes	X	(55.00)	(6,701.42)
Credit Card Charge	03/10/2023	SIDT	Supplies for Teen Program Sa...	X	(32.35)	(6,733.77)
Credit Card Charge	03/10/2023	GWCM	Adult Program Snacks	X	(28.98)	(6,762.75)
Credit Card Charge	03/10/2023	SIIDT	Supplies for Teen Program	X	(10.50)	(6,773.25)
Credit Card Charge	03/10/2023	NCUSPS	NC ILL Postage	X	(4.13)	(6,777.38)
Credit Card Charge	03/11/2023	SSAdobe	Adobe Stock Images	X	(29.99)	(6,807.37)
Credit Card Charge	03/11/2023	SSAdobe	Adobe Creative Cloud License...	X	(29.99)	(6,837.36)
Credit Card Charge	03/12/2023	PADAEGEE	CALLI in Denver- per diem	X	(49.04)	(6,886.40)
Credit Card Charge	03/12/2023	GWDaeGee	CALLI in Denver- per diem	X	(47.88)	(6,934.28)
Credit Card Charge	03/12/2023	NCWM	Passive Kids Program & Staff ...	X	(29.53)	(6,963.81)
Credit Card Charge	03/12/2023	GWElement	CALLI in Dnever- per diem	X	(7.56)	(6,971.37)
Credit Card Charge	03/13/2023	SSQuill	GW Office Supplies	X	(217.95)	(7,189.32)
Credit Card Charge	03/13/2023	SSAlpacaFar	Winter Reading Grand Prize	X	(174.00)	(7,363.32)
Credit Card Charge	03/13/2023	PAElement	CALLI in Denver- lodging	X	(148.72)	(7,512.04)
Credit Card Charge	03/13/2023	GWElement	CALLI in Denver- lodging	X	(139.00)	(7,651.04)
Credit Card Charge	03/13/2023	SSQuill	PA Office Supplies	X	(45.99)	(7,697.03)
Credit Card Charge	03/13/2023	SSQuill	CA Office Supplies	X	(45.99)	(7,743.02)
Credit Card Charge	03/13/2023	PAMizu	CALLI in Denver- per diem	X	(35.00)	(7,778.02)
Credit Card Charge	03/13/2023	SIMistys	Teen Book Club Refreshments	X	(25.88)	(7,803.90)
Credit Card Charge	03/13/2023	PAPintsPub	CALLI in Denver- per diem	X	(21.95)	(7,825.85)
Credit Card Charge	03/13/2023	GWMetropol	CALLI in Denver- per diem	X	(20.46)	(7,846.31)
Credit Card Charge	03/14/2023	SIWildRoots	Winter Reading Prizes	X	(50.00)	(7,896.31)
Credit Card Charge	03/14/2023	NCWM	SPARK Supplies	X	(38.10)	(7,934.41)
Credit Card Charge	03/14/2023	SIHi-Way	Winter Reading Prizes	X	(25.00)	(7,959.41)
Credit Card Charge	03/14/2023	PAClarksMar	Story Time Snacks	X	(8.65)	(7,968.06)
Credit Card Charge	03/15/2023	FTLowes	Building Supplies	X	(107.94)	(8,076.00)
Credit Card Charge	03/15/2023	SSReform	Reform Membership	X	(100.00)	(8,176.00)
Credit Card Charge	03/15/2023	RIUSPS	RI ILL Postage	X	(66.65)	(8,242.65)

Garfield County Public Library District
Reconciliation Detail
20510 · Alpine Bank Purchase Card, Period Ending 03/31/2023

Type	Date	Num	Memo	Clr	Amount	Balance
Credit Card Charge	03/15/2023	SSNichecon	Nichecon Registration	X	(47.00)	(8,289.65)
Credit Card Charge	03/15/2023	RIDollarTre	St. Patricks Day Decor	X	(21.35)	(8,311.00)
Credit Card Charge	03/15/2023	NCWM	SPARK Supplies	X	(12.94)	(8,323.94)
Credit Card Charge	03/16/2023	MMFBS	Building Materials	X	(385.62)	(8,709.56)
Credit Card Charge	03/16/2023	RICM	Staff Meeting morale	X	(61.89)	(8,771.45)
Credit Card Charge	03/16/2023	PAClarksMar	Silent Night Movie- Refreshme...	X	(13.79)	(8,785.24)
Credit Card Charge	03/17/2023	SSStageDrop	Stage Skirting	X	(871.99)	(9,657.23)
Credit Card Charge	03/17/2023	SSCOAssocia	Colorado Association of Librari...	X	(150.00)	(9,807.23)
Credit Card Charge	03/17/2023	MMKully	Admin Office Supplies	X	(127.00)	(9,934.23)
Credit Card Charge	03/17/2023	MMKully	Admin Office Supplies	X	(127.00)	(10,061.23)
Credit Card Charge	03/17/2023	RIDominos	Fantastic Friday- Teen Program	X	(63.36)	(10,124.59)
Credit Card Charge	03/17/2023	SIStarbuck	Staff Moral	X	(28.95)	(10,153.54)
Credit Card Charge	03/18/2023	RIWM	Crafting Circle Program	X	(14.64)	(10,168.18)
Credit Card Charge	03/19/2023	SSAdobe	Adobe Email Newsletter Platfo...	X	(52.50)	(10,220.68)
Credit Card Charge	03/19/2023	SSAdobe	Adobe Cloud	X	(29.99)	(10,250.67)
Credit Card Charge	03/19/2023	SIDollarTre	SI Office Supplies & Event Ref...	X	(19.85)	(10,270.52)
Credit Card Charge	03/20/2023	FTGreaseMon	Truck- Oil Change	X	(74.19)	(10,344.71)
Credit Card Charge	03/20/2023	GWUSPS	GW ILL Postage	X	(63.00)	(10,407.71)
Credit Card Charge	03/20/2023	NCUSPS	NC ILL Postage	X	(10.41)	(10,418.12)
Credit Card Charge	03/20/2023	PAUSPS	PA ILL Postage	X	(7.60)	(10,425.72)
Credit Card Charge	03/20/2023	SIUSPS	SI ILL Postage	X	(3.47)	(10,429.19)
Credit Card Charge	03/21/2023	FTWM	Janitorial Supplies	X	(98.00)	(10,527.19)
Credit Card Charge	03/21/2023	CAUSPS	CA ILL Postage	X	(11.73)	(10,538.92)
Credit Card Charge	03/21/2023	SIUSPS	SI ILL Postage	X	(4.13)	(10,543.05)
Credit Card Charge	03/22/2023	CACM	Branch Items & Program Snac...	X	(190.47)	(10,733.52)
Credit Card Charge	03/22/2023	GWCM	Adult Program & Staff Items	X	(102.45)	(10,835.97)
Credit Card Charge	03/22/2023	FTWM	Building Repair Supplies	X	(46.74)	(10,882.71)
Credit Card Charge	03/22/2023	FTLowes	Building Materials	X	(24.96)	(10,907.67)
Credit Card Charge	03/22/2023	RIDollarTre	Spring Break Program- Contes...	X	(23.76)	(10,931.43)
Credit Card Charge	03/22/2023	SSCM	PST Meeting	X	(17.47)	(10,948.90)
Credit Card Charge	03/22/2023	GWUSPS	GW USPS Postage	X	(8.34)	(10,957.24)
Credit Card Charge	03/23/2023	SSDiscountS	Kids Easter Projects	X	(219.14)	(11,176.38)
Credit Card Charge	03/23/2023	SSCM	Admin Day refreshments	X	(45.95)	(11,222.33)
Credit Card Charge	03/23/2023	SSAdobe	Acrobat Pro License	X	(16.99)	(11,239.32)
Credit Card Charge	03/23/2023	RIUSPS	RI ILL Postage	X	(11.73)	(11,251.05)
Credit Card Charge	03/24/2023	MMFRAUD	Investigating unauthorized cha...	X	(1,851.30)	(13,102.35)
Credit Card Charge	03/24/2023	PAClarks	Staff Refreshments	X	(52.90)	(13,155.25)
Credit Card Charge	03/25/2023	MMFRAUD	Investigating unauthorized cha...	X	(1,291.55)	(14,446.80)
Credit Card Charge	03/26/2023	SIWM	Snacks for Kids Events	X	(18.61)	(14,465.41)
Credit Card Charge	03/26/2023	SIWM	Snacks for Teen Events	X	(16.52)	(14,481.93)
Credit Card Charge	03/26/2023	SIWM	Adult event Refrehsments	X	(1.48)	(14,483.41)
Credit Card Charge	03/27/2023	SS3MGMRe...	HR Transform Vegas-per diem	X	(29.53)	(14,512.94)
Credit Card Charge	03/27/2023	SS3Curb	HR Transform Vegas-Transpor...	X	(25.40)	(14,538.34)
Credit Card Charge	03/27/2023	SS3Tailwind	HR Transform Vegas-per diem	X	(20.32)	(14,558.66)
Credit Card Charge	03/27/2023	PAUSPS	PA ILL Postage	X	(3.47)	(14,562.13)
Credit Card Charge	03/28/2023	PAWM	Teen Events Snacks	X	(52.88)	(14,615.01)
Credit Card Charge	03/28/2023	SSQuill	NC Office Supplies	X	(45.99)	(14,661.00)
Credit Card Charge	03/28/2023	GWCM	Adult Program Snacks	X	(27.78)	(14,688.78)
Credit Card Charge	03/28/2023	SS3Nathans	HR Transform Vegas-per diem	X	(21.63)	(14,710.41)
Credit Card Charge	03/28/2023	PAWM	PA Office Supplies	X	(5.17)	(14,715.58)
Credit Card Charge	03/28/2023	CACM	Story Time Items	X	(4.99)	(14,720.57)
Credit Card Charge	03/29/2023	SSAlpacaFar	Winter Reading Grand Prize	X	(175.00)	(14,895.57)
Credit Card Charge	03/29/2023	NCWM	Spanish Class & Staff Materials	X	(74.56)	(14,970.13)
Credit Card Charge	03/29/2023	SS3Nellies	HR Transform Vegas-per diem	X	(39.59)	(15,009.72)
Credit Card Charge	03/29/2023	SS3Copperfi	HR Transform Vegas-per diem	X	(14.00)	(15,023.72)
Credit Card Charge	03/29/2023	CAUSPS	CA ILL Poastage	X	(4.13)	(15,027.85)
Credit Card Charge	03/29/2023	RIUSPS	RI ILL Postage	X	(3.47)	(15,031.32)
Credit Card Charge	03/30/2023	RIDollarTre	Easter Decor- Children Area	X	(67.75)	(15,099.07)
Credit Card Charge	03/30/2023	SSElPatron	Hispanic Outreach Leaders pla...	X	(59.10)	(15,158.17)
Credit Card Charge	03/30/2023	GWRoll20	Comic Festival Material	X	(9.99)	(15,168.16)
Total Charges and Cash Advances					(15,168.16)	(15,168.16)

Garfield County Public Library District
Reconciliation Detail
20510 · Alpine Bank Purchase Card, Period Ending 03/31/2023

Type	Date	Num	Memo	Clr	Amount	Balance
Payments and Credits - 3 items						
Credit Card Credit	03/01/2023	MMJose&Main	Refund for Conference Chairs	X	2,800.00	2,800.00
Credit Card Credit	03/02/2023	MMJose&Mai	Refund for Conference Table	X	1,700.00	4,500.00
Check	03/27/2023	eft	Feb c.c. pmt	X	6,522.57	11,022.57
Total Cleared Transactions					(4,145.59)	(4,145.59)
Cleared Balance					4,145.59	10,668.16
Register Balance as of 03/31/2023					4,145.59	10,668.16
New Transactions						
Payments and Credits - 1 item						
Check	04/28/2023	eft	Mar c.c. pmt		10,668.16	10,668.16
Total New Transactions					10,668.16	10,668.16
Ending Balance					**(6,522.57)**	**0.00**

PLANNING SOLUTIONS
359 inverness drive south, suite b englewood, colorado 80112
ph 720 873 7466 fx 303 790 1186 beth@planningsolutions.org

Mr. James LaRue, Executive Director
Garfield County Public Library District
207 East Avenue
Rifle, CO 81650

Proposal for Design Services – New Castle, Silt and Parachute Branch Libraries

Dear Jamie,
Thank you for the opportunity to offer this proposal for spaceplanning, furniture solutions and recommendations for various modifications to (3) branch libraries to meet the needs and goals of GCPLD. Based on site visits and the Space Audit Summary dated March 14, 2023, each facility will require a variety of spaceplanning and design services. Compensation varies from branch to branch, depending on the scope of design services in each location.

SCOPE OF WORK
The phases of work will be common for all 3 libraries and include spaceplanning and furniture selection. The scope and fees for bidding and installation services will be determined once a furniture package has been determined for each branch.

The Spaceplanning Phase will provide plans illustrating options for re-design of the areas outlined in this proposal. Preliminary space plans will be developed to indicate demolition and new construction, furniture placement, collection allocation and special areas of focus. Additionally, the plans will include notes and specifications pertaining to solutions for lighting and acoustics where necessary. Spaceplanning will be a collaborative effort between Planning Solutions and Library Staff. A final Space Plan drawing will be prepared for Client approval. This phase may also include a preliminary furniture and shelving budget based on the final Space Plan drawing, if requested.

The Furniture/Shelving Phase will provide research, selection and specification of new furniture and shelving, as determined for each branch.
Planning Solutions will prepare previews of new furniture through photos and physical samples of furnishings and fabrics. After staff approval of all new furniture, fixtures and shelving, Planning Solutions will assist with coordination of bidding and installation of new items. Furniture plans, coded to the specifications will be provided and bid packages distributed to a minimum of (3) qualified bidders. Planning Solutions will supervise the installation of new furnishings and shelving to ensure that all items are installed in accordance with drawings and specifications.

NEW CASTLE BRANCH

PHASE I Space planning

Preliminary space plans will be developed for the following areas:

- Lobby and Service Area
- History Room
- Makerspace in Teen area. Plan will illustrate modifications to the nearby media collection and Adult computers
- Manager's office and Staff workspace, including private phone room
- Staff break room and adjacent Processing area
- Exiting from Community Room, fireplace room and new service area
- Study room furniture

PHASE II Furniture/Shelving Solutions

- More diverse types of lounge seating throughout
- New single-use study furniture
- Add small tables by lounge chairs for personal laptop
- New Teen appropriate furniture like high-top table and stools, comfortable lounge seating, mobile shelving to enclose Teen space
- New furniture in Branch Manager's office to facilitate meetings in the office
- More interesting and functional display furniture
- Research feasibility of lower stacks based on Collection data

SILT BRANCH

PHASE I Space planning

Preliminary space plans will be developed for the following areas:

- Vestibule, interior lobby, Community Room
- Service Area
- Branch manager's office and expansion of study rooms
- Staff Workroom
- Connect Book Walk to Library

PHASE II Furniture

- More interesting and functional display furniture
- New flip top tables for Community Room
- New single-use study furniture
- Provide more comfortable lounge seating where possible
- Add patio furniture conducive to reading
- Add cubbies, lockers and/or cabinets in break room for Staff storage

PARACHUTE BRANCH

PHASE I Space planning

Preliminary space plans will be developed for the following areas:

- Entry lobby
- Service desk and adjacent area. Plan will illustrate modifications to computing tables and study rooms
- Children's Library to increase size, if feasible
- Fireplace room, including adjacent low shelving range
- Staff Workroom and Restroom
- Study Room
- Re-design shelving in Community Room kitchen to be more functional for programs
- Connect library to east garden area

PHASE II Furniture/Shelving Solutions

- Facilitate patron computing and single-study uses with new furniture in vestibule/lobby
- More interesting and functional display furniture
- Add shelving in Children's to replace the east bench seat. Provide cushion at west bench
- Relocate computing tables to current service desk location to accommodate construction of a new study room adjacent to the existing study room
- Replace large study tables in Adult area with smaller 2-person tables
- Single use study and computing areas may be increased with new furniture
- Research feasibility of lower stacks based on Collection data. New built-in shelving at fireplace

FEES

NEW CASTLE BRANCH

Scope	Fee
Space Planning	$ 3,000
Preliminary Furniture Budget (if requested)	$ 1,000
Furniture Previews/Specifications	$ 3,000
Furniture Bidding & Installation	TBD
SUBTOTAL	**$ 7,000**

SILT BRANCH

Scope	Fee
Space Planning	$ 2,500
Preliminary Furniture Budget (if requested)	$ 500
Furniture Previews/Specifications	$ 3,000
Furniture Bidding & Installation	TBD
SUBTOTAL	**$ 6,000**

PARACHUTE BRANCH

Scope	Fee
Space Planning	$ 5,000
Preliminary Furniture Budget (if requested)	$ 500
Furniture Previews/Specifications	$ 3,000
Furniture Bidding & Installation	TBD
SUBTOTAL	**$ 8,500**

TOTAL	**$21,500**

CLARIFICATIONS

Client to provide:

- CAD files of the existing library, if available
- Collection size and allocation
- Scope of work listed in this proposal includes (1) in-person visit and (2) remote visits for each library
- Anticipate (1-2) trips to GCPLD during Phase I and Phase II. Additional trips will be necessary for furniture installation.

Services not included:

- Public meetings and presentations
- Custom millwork or end panels
- Inventory of existing furniture or shelving

REIMBURSABLE EXPENSES

CAD plans, if required $1,000/each library

Reimbursable Expenses will be invoiced at cost plus 10% mark up and include: blueprints, overnight deliveries, mileage (at current IRS rate) and lodging.

AGREEMENT

Please do not hesitate to contact us with any questions regarding this proposal. If this proposal meets with your approval, please return a signed copy to our office.

We look forward to the opportunity to work with you - thank you!

Regards,

Beth O'Neill

Approved:_____Date:_____

Management Report, April 2023

By Jamie LaRue, Executive Director

I was on vacation in April, so got up to a little less than usual this month.

Facilities

I wanted to update the board that our bid with Verkada (to install security cameras) crept up a little after the board approved it. The original contract was $81,738.00. But it contained an error on the quote. After Jon negotiated with them, the price has risen to $82,730.01. The error appears to have been an honest one, and Jon did a good job holding the line.

Space Planning

Following the receipt of our facilities master plan, I reached out to a library space planner to help us try to refresh and implement some of the suggestions to update and improve the Parachute, New Castle, and Silt branch libraries. Beth O'Neill of Planning Solutions has met a few times with staff to review the space, furniture, and some construction needs, and has submitted a proposal in the amount of $21,500. It is our hope to complete the project within this fiscal year. I am recommending the awarding of this contract to take advantage of the soon-to-come roll-out of our new self-check systems. Beth has done a fine job of zeroing in on the most pressing needs and finding cost-effective approaches to solving them.

Public Library Annual Report

Jenn Cook has completed one of our statutory obligations: the completion and submission to the Colorado State Library of an annual statistical report. This data is rolled up with data from other states to provide national comparison data. I understand that this information has been shared with the board only sporadically, but I think it is important enough to be part of the board packet.

By itself, the report may be hard to digest. But board members may not know that they can go to the website *lrs.org* (Library Research Service) and view past reports from all across the state. LRS also does individual reports, such as this one on intellectual freedom challenges (back in 2019): https://www.lrs.org/fast-facts-reports/challenged-materials-in-colorado-public-libraries-2021/.

Next month, I'll see if Jenn and I can present some comparisons with similarly sized libraries.

Incidentally, the state library also maintains other files about us, namely an establishment document, various iterations of our bylaws (2007, 2012, 2020), and a map of our district. You can review them at https://spl.cde.state.co.us/artemis/pldistricts/garfieldcountypublibdis/.

Thank yous

Recently I've received several thank-you notes from both immediate and professional communities.

- One congratulating us on our third-place showing at Spellebration--an event that benefits adult learners, Literacy Outreach, and the Colorado Mountain College Learning Labs. Congratulations again to our team, which honored our late New Castle Circulation Supervisor, Lisa Detweiler.

- One from former GCL librarian Amy Shipley, now the executive director of the Basalt Regional Library. I answered phones for them on the day of the password implementation, freeing them to hold their first staff day.
- One from the State Library, thanking me for coordinating the "Community Conversations" online training. This effort involved presentations from Nancy Barnes (from her time at Littleton) and Brenda Marshall (from the Pine River Library in Bayfield). We're building a good cohort of regional libraries who openly share what they're learning about their communities.

Colorado Public Library Directors Meeting in Greeley

From May 18 – 19, 2023 I will be attending a gathering of public library directors in Greeley, where the High Plains Library District will be opening a new branch. This annual gathering of library directors has been a powerful way to track emerging issues throughout the state.

Montrose

With Sharon Morris of the Colorado State Library, I helped facilitate a board retreat of the Montrose Regional Library District. In part, my involvement was related to their recent community interview project (which I helped them start back in 2022). Their board also debriefed on a recent spate of challenges to any and all LGBTQ+ materials in the library. After several meetings in which over 150 people showed up for public comment, the board had their own special meeting to respond to all the comments. In the end, they quietly affirmed their policies, and recommitted to serving everyone in the community. They talked about their actions in the context of public trust, concluding that abiding by their policies was key, rather than being buffeted by local pressure and politics. Below is an article written by their staff which appeared in the local paper.

> Since unveiling a new series of programs designed to be inclusive of our LGBTQ neighbors, the library's programming and collections have received numerous challenges, alongside unprecedented community engagement at library board meetings. This issue has been discussed in recent letters to the editor and a column in the *Montrose Daily Press.* At the library, we view these challenges as healthy expressions of concern and engagement with the library and an example of democracy in action. While increased scrutiny might make some uncomfortable (especially those of us who consider ourselves introverts!), we welcome the discussion and seek to engage respectfully, in a way that models productive community dialogue.
>
> As librarians, we highly value accurate information and access to information and education. Two books frequently questioned in recent discussions include *Gender Queer: A Memoir* by Maia Kobabe and *Flamer* by Mark Curato. To clarify, the library owns copies of both books. However, neither book is located in the library's Children's section. The library organizes its materials in a way that makes them accessible and easy to find. Books for adults are grouped together, as are books for teens and books for children. *Gender Queer* is a book that is written for adults. Therefore, it is located in the Adult Graphic Novel section of the library. *Flamer* is written for teens, so it is located in the Teen Graphic Novel section. The library does not collect pornography, nor do we make pornographic content available through any of our services.

While some readers may object to the content, as well as the visual format of these two books, they are not, by definition, pornographic.

In response to the library's inclusion of these titles, a community-based solution was suggested in a thoughtful March 1, 2023 column in the *Daily Press,* authored by Montrose Advocates for Children. The authors proposed that the library house certain materials, including the aforementioned titles, in an age-restricted area of the library. On its surface, this solution seems very reasonable! After all, many laws require businesses to restrict certain products (tobacco, alcohol) based on age. While the library groups together books and materials for different age ranges, libraries do not seek to restrict anyone's access to those collections.

Public libraries are trusted and empowered to provide resources that meet the needs of their communities. According to the American Library Association (ALA), *all* members of the community who are served by a library should be ensured "equitable access" to the library. This means that access to library resources cannot be limited or restricted – not by age, nor literacy level, ability or disability, legal status, or any other reason. That would be a violation of the ALA's "Library Bill of Rights," a foundational document for the operations of libraries in the United States. You can find copies of the "Library Bill of Rights" inside the Montrose Library or by visiting www.ala.org/advocacy/intfreedom/librarybill.

Public libraries, the Montrose Library included, abide by ALA guidance when creating library policies and best practices. The ALA, in turn, relies on laws to ensure its guidance is sound. For more comprehensive information on the legal basis that informs the American Library Association's Library Bill of Rights, as well as the legal arguments against restricting access to library materials, readers can view "Access to Library Resources and Services for Minors: An Interpretation of the Library Bill of Rights", American Library Association, July 26, 2006, available online at http://www.ala.org/advocacy/intfreedom/librarybill/interpretations/minors (accessed March 1, 2023). Those who do not have internet access can use library computers to access the information or call the library's Reference Desk to request that a copy of the document be printed for them.

The cases cited in the above publication, *Brown v. Entertainment Merchant's Association, et.al.* 564 U.S. 08-1448 (2011) and *Erznoznik v. City of Jacksonville,* 422 U.S. 205 (1975), establish that First Amendment rights, including the right to access information through the library, are extended to children and young adults, and that their speech is constitutionally protected, the same as yours. These cases determine that the protected speech of minors cannot be suppressed, not even "to protect children or young adults from ideas or images a legislative body believes to be unsuitable for them," as was decided in *Erznoznik v. City of Jacksonville.* We encourage anyone who is interested in learning more to follow the link to ALA's webpage for a complete list of citations and resources for further reading on these issues.

In their March 1st column, Montrose Advocates for Children correctly represented the position of the library's Board of Trustees and staff that "it is the responsibility of parents to monitor what their children view." They go on to suggest that library staff should bear responsibility for children in the library, whether or not they are supervised by their parents. The library does not act *in loco parentis* – that is, "in the place of parents." We do not have a legal right to make

decisions regarding what any library user – no matter their age – reads, asks for, or views in the library, regardless of our own personal feelings about that material. When it comes to minors, that is a right that is reserved solely for parents and guardians and does not extend to library staff. Furthermore, we are prevented by law from disclosing anyone's use of the library, including what materials they ask to view. This law extends to children. The Colorado State Law "Privacy of User Records" - CRS 24-90-119 expresses this in no uncertain terms, and outlines clear exceptions. You can view the full text of this law at the library – we keep the complete collection of Colorado Revised Statutes in the Adult Reference collection.

Legal frameworks aside, most librarians enter this profession because they want to help people. Most recognize the power that books and reading can have, and many likely can cite particular books that had dramatic impacts on their understanding of themselves and their worlds. Gary Paulsen's unflinching *Hatchet* and Maya Angelou's historically rooted and forward-looking "On the Pulse of Morning" were particularly formative for us, altering our sense of our place in the natural world and rooting us in history and future possibility. Coincidentally (or perhaps not), both authors have published books that have been frequently challenged, from publication to the present.

The power of books is exciting and relevant, and the opportunity to discuss this in a community context is necessary. Librarians at the Montrose Library work to ensure that children and young adults feel welcome, safe, and cared for in the library. We try to trust the young people we serve and respond to their information requests with respect and without judgment. When parents of younger readers object to materials their children select, we respect those choices as well and work hard to help library patrons of all ages choose books and other materials that are right for them.

We know that many community members, including members of Montrose Advocates for Children, have our community's best interests at heart, especially where the safety of our children is concerned. With that in mind, it is important to us that readers understand that children and teens who identify as LGBTQ are among the most vulnerable members of society. LGBTQ children and teens experience depression, and physical harm, and attempt or die by suicide at much higher rates than their non-LGBTQ peers. Please visit The Trevor Project's 2022 National Survey on LGBTQ Mental Health at www.thetrevorproject.org/survey-2022/ for more comprehensive data. This data, in part, contributed to the library's decision to host LGBTQ-focused programming, and it was cited in many letters of support received from community-service organizations as well as from the general public, letters supporting both our focused programming for a traditionally underserved community as well as the books in our collection.

One program for LGBTQ teens and allies, Unity Social Club, has received significant attention. A monthly hour-long gathering, the program alternates between a teen book club and a maker space. The club's first selection, the graphic novel *Flamer*, has been the subject of much community debate. The book is the deeply personal and ultimately hopeful story of Aidan, a 14-year-old who struggles with bullying, self-acceptance, and identity at a summer Boy Scout camp in the 1990s. The publisher lists the book as appropriate for 14 to 18-year-olds, as do all major review publications, and the book was named a 2021 Golden Kite Best Illustrated Book for Older

Readers, a 2020 Best Graphic Young Adult Book from Kirkus Reviews, and a 2021 Best Book of the Year from Bank Street Center for Children's Literature, among other honors.

What awards do not communicate about the book is that it is a moving, heartfelt, and emotionally raw story of resilience and acceptance, the story of a whole person trying to figure himself out and trying to navigate environments, such as Scout camp, in which he finds community and inspiration *and* faces bullying. The book acknowledges and embraces that kind of complexity. It also addresses the sensitive subject matter, including situations in which Aidan, the main character, feels uncomfortable – the point of those scenes *is* his discomfort and his attempts to deal with such situations and environments. While the book is intended for teens, it certainly may not be for every teen. When read in its entirety, it offers much to ponder and discuss, including for adults. To that end, if any interested adult in the community seeks to read the entire book and discuss it, open-heartedly, along with us, we truly and sincerely welcome that. Please reach out personally. Because we believe that the ability to spark community dialogue, to reveal different perspectives, and allow us all to continue learning from each other are among the great powers of books.

Libraries are institutions with a long history of trust and credibility, and it is very important to us that our library honors and maintains those traditions. Montrose has supported and affirmed the mission of a strong and viable public library for nearly all of its history, and we hope to continue being that resource for our community for many years to come.
Amy Dickinson is the Teen Services Librarian, and Sara Rinne is the Head of Adult Services at the Montrose Regional Library District.

A Couple of New Challenges

In the past few days, I received two telephone challenges: one stating that a staff person transitioning gender should not be allowed to check out books or read to children, and the other complaining about LGBTQ+ materials in the children's area. The former said she would take the matter up with county commissioners (and had already contacted Lauren Boebert's office). The latter asserted that she would be coming to the board with like-minded citizens to express their concerns. America's public libraries continue to be in the cultural war crosshairs.

Attachments:

- Colorado Public Library Report

Colorado Public Library Statistics	2022	Locked Only owners/approvers can unlock

GARFIELD COUNTY PUBLIC LIBRARY DISTRICT

COLORADO PUBLIC LIBRARY STATISTICS

Colorado Public Library Statistics

Thank you for filling out the Colorado Public Library Annual Report (PLAR)!

If you have any questions or concerns about the PLAR, please contact Charissa Brammer at brammer_c@cde.state.co.us or 720-648-2948 (voice or text).

Survey deadline: April 13th, 2023

GCN-HAI

General

1.1 Library's legal name	GARFIELD COUNTY PUBLIC LIBRARY DISTRICT
1.2 Library's local name	GARFIELD COUNTY LIBRARIES
1.3 Address	207 EAST AVENUE
1.4 City	RIFLE
1.5 Zip code:	81650
1.6 County:	GARFIELD
1.7 Mailing Address	PO BOX 032
1.8 City:	RIFLE
1.9 Zip code:	81650
1.10 Telephone	(970) 625-4270
1.11 Fax number	(970) 625-4472
1.12 Web Address:	www.gcpld.org
1.18 Did your library's legal service area change during the last year?	No No
Population of the Legal Service Area	62,150
1.19 Legal Basis:	Library District
1.20 Geographic Code	County or Equivalent, entirely entirely County or Equivalent, entirely

Contact Information

1.13 Director's Name:	Jamie LaRue	Kevin Hulley
1.14 Director's E-mail address:	jlarue@gcpld.org	
1.15 Person Completing Report:	John Cook	
1.16 Respondent's Title:	Technical Services Director	
1.17 Respondent's E-mail:	jcook@gcpld.org	

Registered Borrowers

1.21 Number of resident registered users	57,224	59,339
1.22 Number of non-resident registered users	5,628	5,175
1.23 Total registered users (1.21 + 1.22)	62,852	64,579

Service Outlets

1.24 Do you have a central library? Or are you a single outlet library?	No No
1.25 Number of Branch Libraries:	5
1.26 Number of bookmobiles	0
1.27 Number of outreach vehicles	0
1.28 Number of other outlets:	0

Staff in Full Time Equivalents (FTE)

Please calculate your staff FTE figures as of December 31, 2022. Include all positions funded in your library's budget or funded by another entity on behalf of your library, whether or not they were filled. Count employees, not contractors or consultants (i.e., individuals associated with contracts for services). Please report these figures in terms of Full Time Equivalent (FTE). To calculate FTE's, total individual weekly hours for all paid staff and divide by 40. (Example - A 20-hour worker is calculated as follows: 20÷40 = .5 FTE)

1.29 Total Librarians with ALA-accredited MLS	6.00	5.60
1.30 Total Librarians (including ALA-MLS)	13.00	2.80
1.31 All Other Paid Staff	45.32	67.76
1.32 Total Paid Employees (1.30 + 1.31):	59.52	67.76

PUBLIC LIBRARY TECHNOLOGY

Public Library Technology

*2.1 - 2.12

2.2 Number of internet-connected public computers available for public use as of 12/31/22	238	238
2.2a Number of staff computers connected to the internet	110	
2.3 Number of weeks that no computers were available for public use	0	120
2.4 If your library had to limit the number of computers available for public use during any part of 2022, what was the lowest number of computers that were available?	238	15,083
2.5 Number of user (persons) of public internet computers per year	22,191	12,586

2.5a Reporting Method for Number of Uses of Public Internet Computers Per Year	Annual Count Count		Annual
2.8 Website Visits:	212,232	203,759	
2.13 Do you provide 1:1 technology help to the public?	Yes		
2.14 Number of appointments or drop-ins of 1:1 technology help provided	1,066		
2.15 Type of technology help provided:	[illegible]		

Wireless Internet/WiFi

2.6 Does your library provide wireless service for patrons?	Yes Yes		
2.6a Does your library provide wireless service for patrons outside of the building when the library is closed?	Yes		
2.6b Is your wireless service password protected?	No		
2.7 Wireless Sessions - Annually	Actual	55,320	
2.7a Reporting method for number of wireless sessions - annually:	Annual Count Count		Annual

Online Catalog and Databases

2.9 Number of public computers with access to commercial databases	204	230
2.10 Number of AWE Early Literacy Stations:	6	
2.11 Can your patrons access the library catalog remotely (outside the library)?	Yes Yes	
2.12 Can your patrons access any full-text licensed databases remotely (outside the library)?	Yes Yes	

OPERATING & CAPITAL REVENUE

Operating & Capital Revenue

#3.1 - 3.17

Please report the amount of local operating revenue your library received in 2022. Do not include capital revenue in operating revenue. See definitions for more information.

Revenue - Operating

3.1 City General Fund	$0	$0
3.2 County General Fund	$0	$0
3.3 City Sales Tax	$0	$0
3.4 County Sales Tax	$4,417,465	$2,059,874
3.5 City Mill Levy	$0	$0
3.6 County Mill Levy	$5,080,415	$5,004,487
3.7 District Mill Levy	$0	$0
3.8 Local Operating Revenue (3.1 through 3.7):	$9,797,068	$9,874,061
3.9 State Operating Revenue	$10,064	$75,111
3.10 Federal Operating Revenue	$80,203	$0
3.11 Other Operating Revenue	$747,913	$427,122
3.12 Total Operating Revenue (3.8 through 3.11):	$10,644,068	$10,386,294

Revenue - Capital

Please enter the amount of capital revenue your library received in 2022.

3.13 Local Capital Revenue:	$0	$0
3.14 State Capital Revenue:	$0	$0
3.15 Federal Capital Revenue	$0	$0
3.16 Other Capital Revenue:	$0	$0
3.17 Total Capital Revenue (3.13 through 3.16)	$0	$0

OPERATING EXPENDITURES

Operating Expenditures

#4.1 - 4.14

Operating expenditures are the current and recurrent costs necessary to support the provision of library services. Please report your library's expenditures using whole dollars only. If your library did not have any expenditures in a category, please enter "0". See definitions for more information.

Note, please report actual 2022 expenditures, not budget figures.

Staff Expenditures

4.1 2022 Staff Salaries and Wages	$2,975,502	$3,259,011
4.2 2022 Staff Benefits	$528,200	$645,931
4.3 Total Staff Expenditures (4.1 + 4.2):	$3,506,702	$3,589,642

Collection Expenditures

This includes all operating expenditures from the library budget for all materials in print, microform, electronic, and other formats considered part of the collection, whether purchased, leased, or licensed. Exclude charges or fees for interlibrary loans and expenditures for document delivery.

4.4 Books and Bound Volumes	$315,564	$421,211
4.5 Paper subscriptions/serials, government documents, and other print materials	$15,970	$79,569
4.6 Total print materials expenditures (4.4 + 4.5):	$331,442	$440,770

4.7 Electronic material expenditures	$272,135	$211,696
4.8 Other material expenditures: 2	$33,192	$231,055
4.9 Total collection expenditures (4.6 + 4.7 + 4.8)	$606,769	$400,551

Other Expenditures

4.10 Other Operating Expenditures:	$4,400,252	$2,400,900
4.11 TOTAL OPERATING EXPENDITURES (4.3 + 4.5 + 4.10)	$8,042,020	$7,673,381

Capital Expenditures

4.12 Total Capital Expenditures:	$340,685	$222,553

Ending Fund Balance

Questions 4.13 and 4.14 apply to library districts or library jurisdictions with dedicated funding. Typically, this does not apply to municipal, county, or combined libraries and respondents for these libraries should put "N/A" for these two questions. See definitions for more information about Ending Fund Balance.

As of December 31, 2022:

4.13 Unreserved (Undesignated) Fund Balance	$15,166,369	$8,265,712
4.14 Reserved (Restricted) Fund Balance	$345,329	$484,605

COLLECTION

Collection

#5.1 - 5.29

This section of the survey collects data on selected types of materials. It does not cover all materials (i.e., microform, scores, maps, and pictures) for which expenditures are reported in Section 4.

5.1 Print volumes:	132,236	137,725
5.2 Electronic books (e-books): 3	812,430	57,963

Audio

5.3 Audio Books - physical units:	8,518	11,022
5.4 Music - physical units:	1,811	
5.5 Other Audio - physical units:	994	1,722
5.6 Audio - physical units Subtotal (5.3 + 5.4 + 5.5)	9,321	12,157
5.7 Audio Books - downloadable units: 4	105,657	53,096
5.8 Music - downloadable units: 5	359,829	
5.9 Other Audio - downloadable units:		0
5.10 Audio - downloadable units Subtotal (5.7 + 5.8 + 5.9) 6	555,885	53,325
5.11 Total Audio (5.6 + 5.10)	585,207	65,550

Video

5.12 Video - physical units	16,104	17,020
5.13 Video - downloadable units: 7	55,250	49,236
5.14 Total Video	72,390	66,256

Other physical items

(e.g., non-traditional library items like wi-fi hotspots, cake pans, sewing machines, tools, sports equipment, etc.)

5.29 Number of other physical items	893	911

Serials

5.15 Number of current print serial subscriptions	198	272
5.15 Number of current electronic serial subscriptions	4,429	3,955

Number of Electronic Collections acquired through payment or formal agreement:

5.17 Number of Local/Other Cooperative Agreements	35	35
5.18 Number of Statewide Electronic Collections	0	0
5.19 Total number of Electronic Collections: (5.17 + 5.18):	35	35

Circulation All Materials

Count all materials in all formats that are charged out for use outside the library. For interlibrary lean transactions include only items borrowed for your library's users. Do not include items checked out to another library.

5.20 Circulation of Children's Materials 3	192,525	222,926
5.21 Physical Item Circulation	402,297	245,481
5.22 Use of Electronic Material	110,656	294,206
5.23 Total Circulation (5.22 + 5.21)	570,470	349,692
5.24 Successful Retrieval of Electronic Information	104,210	216,825
5.25 Total Electronic Content Use (5.22 + 5.24)	244,669	243,224
5.26 Total Collection Use (5.21 + 5.22 + 5.24)	647,666	405,717
5.27 Do you have automatic renewals?	Yes Yes	
5.29a Circulation of Other Physical Items	996	361

5.29b Circulation of Check Out Colorado State Parks:	297	
5.29c Circulation of wireless hotspots	1,027	
Circulation of laptops and tablets	359	
5.29a Total number of physical items (5.1 + 5.6 + 5.12 + 5.29)	150,564	157,720

Other Circulation Information

Overdue fines

(Overdue fines are monetary penalties that occur when a library user fails to return materials on or before the date due. These can be one-time fines, or fines that increase according to the number of days the materials are overdue. Overdue fines are "not" replacement costs if materials are lost or damaged.)

5.28 As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the due date?	No

COVID-19

COVID-19

Answer COVID-19 questions for 2022 only.

CV.1 Closed Outlets Due to COVID-19	No No
CV.2 Public Services During COVID-19	Yes Yes
CV.5 Electronic Library Cards Issued During COVID-19	Yes Yes
CV.6 Reference Service During COVID-19	Yes Yes
CV.7 Outside Service During COVID-19	Yes Yes
CV.9 External WiFi Access Added During COVID-19	Yes Yes
CV.10 External WiFi Access Increased During COVID-19	No No
CV.11 Staff Re-Assigned During COVID-19	No No

SERVICES

Services

#6.1 - 6.73

6.1 Annual Visits	208,475	215,479
6.2 Library visits reporting method	Annual Count	
6.3 Did the library offer curbside pickup?	No No	
6.4 Number of curbside pickup transactions	0	
6.5 Annual Reference Transactions	38,964	36,655
6.6 Reference transactions reporting method	(Annual Estimate Based on Typical Week(s)	
6.8 Number of take and make activity kits distributed (non-circulating) ☞ 9	0	3,165
6.9 Number of take and make activity kits distributed (circulating)	0	0
6.90 Number of meeting rooms available to the public	10	
6.91 Meeting Room usage	9,314	
16.1 Do you provide 1:1 help to patrons to apply to SNAP?	Yes	
16.2 Did the library distribute meals to children?	Yes	
16.3 Did the Library distribute food boxes for families in 2022?		

Programs

A program is any planned event which introduces the group attending to any of the broad range of library services or activities or which directly provides information to participants. Programs may ...more

Onsite Programs and Attendance

Number of in-person, synchronous programs offered in the library building or on the library grounds

	Number of Programs		Attendance	
Children (ages 0-5)	682		11,635	
Children (ages 6-11)	633		8,504	
Onsite Programs Children (6.10a + 6.10b)	1,315	796	20,107	6,395
Young Adults (ages 12-18):	215	59	1,671	952
Adults (ages 19 or older)	314	723	2,912	905
All Ages	150	79	5,631	184
Totals	1,994	656	30,281	8,037

Offsite Programs Offered

6.20 In 2022, did your library offer off-site programs? Y/N ☞ 10	No

Virtual Programs Offered

6.31 In 2022, did your library offer live virtual programs? Y/N	Yes

Virtual Programs and Attendance

The count of live attendance at virtual program sessions. Regardless of the number of formats in which a program session is offered, each attendee or view
should only be counted once. Each attendee should be counted in the format category in which they attended or viewed the program session. Count each participant device connected to a virtual program as a single attendee. For program sessions hosted on Facebook Live, YouTube Live, or similar platforms, count peak concurrent viewers. For those hosted on videoconferencing platforms, count the maximum number of non-staff participants during the session. For virtual program sessions that are also recorded for later, on-demand, asynchronous viewing, exclude views that occur after the session has ended; these should be counted under Total Views of Asynchronous Program Presentations. For

program sessions that also have an in-person component, exclude in-person attendance; this should be counted under Synchronous In-Person Onsite Program Attendance or Synchronous In-Person Offsite Program Attendance.

This figure is a subset of the Total Attendance at Synchronous Programs. See Total Attendance at Synchronous Programs for more information about
counting program session attendance.

	Live Virtual Children (ages 0-5)		Total Attendance at Virtual Programs	
Children (ages 0-5)				
Children (ages 6-11)				
Children (6.32a + 6.32b)		77		38
Young Adults (ages 12-18)	1	77	12	32
Adults (ages 19 or older)	23	36	>8	665
All Ages		3		56
Totals	24	93	741	791

Recorded Programs

6.42 In 2022, did your library offer recorded virtual programs? Y/N	Yes

Recorded (asynchronous) Programs and Views

Note: this is updated from last year, you will count the views of all asynchronous videos here, regardless of whether they were originally streamed live or not. For things that were streamed live, count all views and then substract the views that were from when it was streamed live.

The count of views of asynchronous program presentations for a period of thirty (30) days after the presentation was posted, even if that period extends
beyond the survey reporting period (or fiscal year)

For program presentations made available via Facebook, count unique 1-minute views of each video. For those made available via other platforms, count unique views of each video.

For program presentations that are recordings of synchronous virtual program sessions, exclude synchronous attendance; these should be counted under
Synchronous In-Person Onsite Program Attendance, Synchronous In-Person Offsite Program Attendance, or Synchronous Virtual Program Attendance.

6.43a Children (ages 0-5)	251	
6.43b Children (ages 6-11)		
6.43 Children (6.43a + 6.43b)	251	152
6.44 Young Adults (ages 12-18):		0
6.45 Adults (ages 19 or older):		48
6.46 All Ages		109
6.47 Total Recorded (asynchronous) virtual programs (6.43 + 6.44 + 6.45+6.46)	261	274
6.48a Children (ages 0-5) - Views		
6.48b Children (ages 6-11) - Views		
6.48 Children (6.48a + 6.48b) - Views	0	1,981
6.49 Young Adults (ages 12-18) - Views		0
6.50 Adults (ages 19 or older) - Views		420
6.51 All Ages - Views		0
6.52 Total Views of Recorded virtual programs within 30 days (6.48 + 6.49 + 6.50 + 6.51)	0	2,401

Totals: Synchronous Program Sessions, Live Program Attendance, Views of Asynchronous Programs

6.58 Total Number of Synchronous Program Sessions	2,019	994
6.59 Total Live Programs Attendance (6.15a + 6.15a + 6.16 + 6.17 + 6.18):	30,681	14,559
6.60 Total Views of Recorded (asynchronous) Program Presentations within 30 days:		5,282

Summer Reading

6.61 Did the library have a summer reading program for children?	Yes, Yes	
6.62 If yes, how many children registered for summer reading?	1,138	864
6.63 Did the Library have a summer reading program for teens (young adults)?	Yes, Yes	
6.64 If yes, how many teens registered for summer reading?	218	156
6.65 Did the Library have a summer reading program for adults?	Yes, Yes	
6.66 If yes, how many adults registered for summer reading?	610	667

Children's Synchronous programs (total)	1,216	383
Number of Synchronous Program Sessions Targeted at Children Ages 0-5	602	
Number of Synchronous Program Sessions Targeted at Children Ages 6-11	603	
Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18	245	70
Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older	227	220
Number of Synchronous General Interest Program Sessions	150	21

Attendance at Synchronous Program Sessions Targeted at Children Ages 0-5	9,900	
Attendance at Synchronous Program Sessions Targeted at Children Ages 6-11	9,904	
Attendance at Synchronous Program Sessions Targeted at Young Adults (ages 12-18)	1,000	1,010
Attendance at Synchronous Program Sessions Targeted at Adults Age 19 or Older	9,200	1,452
Attendance at Synchronous General Interest Program Sessions	5,567	282

Outreach

6.67 Number of individuals directly engaged			3,020	349
6.68 Number of individuals reached by the library			3,020	349

ILL

Please count all Interlibrary Loan (ILL) transactions, including patron initiated ILL requests (e.g., Prospector). Do not include items loaned between branches within the same library jurisdiction. Materials loaned between Aspen/Car libraries should be counted as ILL. Click on the question number for a complete definition.

6.69 Provided To	69,145	16,930		
6.70 Received From	55,394	6,920		

Public Service Hours

6.71 Annual Public Service Hours:	6,240	2,756
6.72 Weekly Evening & Weekend Hours:	60	58

Professional Development Expenditures

6.73 How much did your library spend on professional development last year?	$1,016	63,437

RANGE OF PROFESSIONAL SALARIES

Range of Professional Salaries

#7.1-7.23

Director

Chief officer of the library or library system

Annual Salary		Number of Hours Paid per Week	Does this position require an MLS?
$101,922.00	$127,250.00	40.00	60.00 Yes Yes

Other Librarian Salaries

	Annual Salary (Low):	Number of Hours Paid per Week (low salary):	Annual Salary (High):	Number of Hours Paid per Week (high salary):	Is anyone in this position category required to have an MLS degree?
Associate Director	$0.00	0.00	$0.00	$74,[illegible].00	No Yes
Department Heads, Coordinators, Senior Managers	$70,[illegible].00	40.00	$[illegible]6,566.00	40.00	Yes Yes
Managers or Supervisors of Staff	$65,686.00	$83,6[illegible] 40.00	$83,834.00	$76,944.00 40.00	No No
Librarian – Non-supervisor	$43,160.00	$47,[illegible] 40.00	$72,280.00	$57,786.00 40.00	No No

PARAPROFESSIONAL AND CLERICAL SALARIES

Paraprofessional and Clerical Salaries

#8.1-8.4

		High Hourly Wage:		Low Hourly Wage:	
Library Assistant/Technician	$24.00	$26.00	$17.00	$18.00
Library Clerk	$18.50	$20.50	$12.50	$12.00

RECONSIDERATION REPORT

Reconsideration Report

#9.1-9.3

9.1 How many challenges to library access, materials, events, or exhibits did your library receive in 2022?	0	0
9.2 How many challenges to the library's Internet access policy or Internet content were received during 2022?	0	0
9.3 How many resolved items, exhibits, WWW sites, etc.	7	0

PARTNERSHIPS

Partnerships

#10.1-10.2

10.1 In 2022, did your library partner with one or more organizations or groups in order to better serve your community?	Yes Yes

How did your library engage with its partners in 2022?

10.2a Communication	Yes Yes
10.2b Cooperative	Yes Yes
10.2c Collaborative	Yes Yes

FRIENDS OF THE LIBRARY

Friends of the Library

#11.1-11.2

11.1 Does your library have a Friends of the Library group?	No No
11.2 If yes, how many members are in your Friends group?	

LIBRARY FOUNDATION

Library Foundation

#12.1-12.2

12.1 Does your library have a Foundation?	Yes Yes
12.2 If yes, how many members are on your Library Foundation?	6 6

CURRENT TRUSTEES LIST

Current Trustees List

#13.1-13.10

13.1 Name of Chair:	Adrian Rapp-Shea
13.9 Term Expires:	2023-12-31

Other members

13.10 Name of Member	13.10b Term Expires
Jocelyn Durrance	2024-12-31
Susan Lee	2024-12-31
Michele Foster	2025-12-31
Crystal Morales	2026-12-31
Carolyn Tucker	2026-12-31
John Mallones	2026-12-31

FEEDBACK

Feedback

#14.1-14.2

14.1 How does your Library use PLAR data?	Reports to our board
14.2 General Feedback	

OUTLET INFORMATION

Outlet Information

Location	15.1 LIB ID	15.2 FSCS ID	15.2a Unique ID suffix	15.3 Name
CARBONDALE BRANCH LIBRARY	FSCS0049-004	CO0049	004	GCPLD - CARBONDALE BRANCH LIBRARY
NEW CASTLE BRANCH LIBRARY	FSCS0049-002	CO0049	002	GCPLD - NEW CASTLE BRANCH
GLENWOOD SPRINGS BRANCH LIBRARY	FSCS0049-003	CO0049	003	GCPLD - GLENWOOD SPRINGS BRANCH LIBRARY
PARACHUTE BRANCH LIBRARY	FSCS0049-005	CO0049	005	GCPLD - PARACHUTE BRANCH LIBRARY
RIFLE BRANCH LIBRARY	FSCS0049-006	CO0049	006	GCPLD - RIFLE BRANCH LIBRARY
SILT BRANCH LIBRARY	FSCS0049-007	CO0049	007	GCPLD - SILT BRANCH LIBRARY

Outlet Address

Location	15.4 Street Address	15.5 City	15.6 County of the Outlet	15.7 Zip
CARBONDALE BRANCH LIBRARY	320 SOPRIS AVENUE	CARBONDALE	GARFIELD	81623
NEW CASTLE BRANCH LIBRARY	402 WEST MAIN STREET	NEW CASTLE	GARFIELD	81647
GLENWOOD SPRINGS BRANCH LIBRARY	815 COOPER AVENUE	GLENWOOD	GARFIELD	81601
PARACHUTE BRANCH LIBRARY	244 GRAND VALLEY WAY	PARACHUTE	GARFIELD	81635
RIFLE BRANCH LIBRARY	207 EAST AVENUE	RIFLE	GARFIELD	81650
SILT BRANCH LIBRARY	680 HOVE AVENUE	SILT	GARFIELD	81652

Outlet Codes

Location	15.8 Phone		15.9 Outlet Type Code	15.10 Metropolitan Status Code
CARBONDALE BRANCH LIBRARY	9709632889	9709632889	Branch Library	Not Applicable
NEW CASTLE BRANCH LIBRARY	9709842347	9709842347	Branch Library	Not Applicable
GLENWOOD SPRINGS BRANCH LIBRARY	9709459958	9709459958	Branch Library	Not Applicable
PARACHUTE BRANCH LIBRARY	9702530870	9702530870	Branch Library	Not Applicable
RIFLE BRANCH LIBRARY	9706250471	9706250471	Branch Library	Not Applicable
SILT BRANCH LIBRARY	9708766500	9708766500	Branch Library	Not Applicable

Outlet Space

Location	15.11 Number of Bookmobiles in the Bookmobile Outlet Record	15.12 Square Footage	15.13 Year building was completed
CARBONDALE BRANCH LIBRARY	0 0	13000	2010
NEW CASTLE BRANCH LIBRARY	0 0	10000	2012
GLENWOOD SPRINGS BRANCH LIBRARY	0 0	14000	2010
PARACHUTE BRANCH LIBRARY	0 0	9,000	2010

RIFLE BRANCH LIBRARY	0	0				21,169		2010	
SILT BRANCH LIBRARY	0	0				7,836		2010	

Outlet Hours

Location	15.14 Hours of Operation	15.15 Public Service Hours Per Year		15.16 Number of Weeks Open		15.17 Was this location closed unexpectedly for more than 1 week during the last fiscal year? If yes, please note how many weeks.
CARBONDALE BRANCH LIBRARY	M,W 10am-8pm, T,Th 10am-6pm, F-Sa	[1] 23	2,808	1,497	52	44	No
NEW CASTLE BRANCH LIBRARY	M,W 10am-8pm, T,Th 10am-6pm, F-Sa	[2] 24	2,808	1,497	52	44	No
GLENWOOD SPRINGS BRANCH LIBRARY	M, W 10am-8pm, T, Th 10am-6pm F-Sa	[3] 25	2,808	1,604	52	44	No
PARACHUTE BRANCH LIBRARY	M, W 10am-8pm, T, Th 10am-6pm F-Sa	[4] 26	2,808	1,604	52	44	No
RIFLE BRANCH LIBRARY	M,W 10am-8pm, T, Th 10am-6pm, Sa	[5] 27	2,808	1,604	52	44	No
SILT BRANCH LIBRARY	M, W 10am-8pm, T, Th 10am-6pm F-Sa	[6] 28	2,808	1,667	52	44	No

Outlet Meeting Rooms

Location	15.18 How many meeting rooms does this outlet have that are available for public use?	15.18a Meeting room(s) use
CARBONDALE BRANCH LIBRARY	3	3,041
NEW CASTLE BRANCH LIBRARY	4	1,012
GLENWOOD SPRINGS BRANCH LIBRARY	3	2,022
PARACHUTE BRANCH LIBRARY	2	968
RIFLE BRANCH LIBRARY	7	1,651
SILT BRANCH LIBRARY	3	1,034

Outlet Internet

Location	15.19a Broadband speed (upload)	15.19b Broadband speed (download)	15.20 Wireless internet provided
CARBONDALE BRANCH LIBRARY	200.00	500.00	Yes
NEW CASTLE BRANCH LIBRARY	200.00	500.00	Yes
GLENWOOD SPRINGS BRANCH LIBRARY	200.00	500.00	Yes
PARACHUTE BRANCH LIBRARY	200.00	500.00	Yes
RIFLE BRANCH LIBRARY	200.00	500.00	Yes
SILT BRANCH LIBRARY	200.00	500.00	Yes

COVID-19 Questions (Year 2022 only)

Location	15.21 Number of weeks outlet was closed due to COVID-19		15.22 Number of weeks outlet had limited occupancy due to COVID-19		15.23 Number of hours library staff provided service to the public during the time the outlet was closed	15.24 Number of weeks library staff provided service to the public during the time the outlet was closed
CARBONDALE BRANCH LIBRARY	0	0	0	10	0	0
NEW CASTLE BRANCH LIBRARY	0	0	0	10	0	0
GLENWOOD SPRINGS BRANCH LIBRARY	0	0	0	10	0	0
PARACHUTE BRANCH LIBRARY	0	0	0	10	0	0
RIFLE BRANCH LIBRARY	0	0	0	10	0	0
SILT BRANCH LIBRARY	0	0	0	10	0	0

[1], 1.7 Library no longer uses the PO Box. Address change request has been submitted. (0-2023-04-10)

[2], 4.6 Last year's amount reflects grant-funded purchases of 120 circulating laptops (0-2023-04-10)

[3], 5.2 Included Hoopla collection for 2022 (0-2023-03-13)

[4], 5.7 Included Hoopla collection for 2022 (0-2023-03-13)

[5], 5.8 Included Hoopla collection for 2022 (0-2023-03-13)

[6], 5.10 Included Hoopla collection for 2022 (0-2023-04-10)

[7], 5.13 Included Hoopla collection for 2022 (0-2023-04-10)

[8], 5.20 Reflects post-Covid increase (0-2023-03-20)

[9], 6.8 This service was ended after Covid (0-2023-04-12)

[10], 6.20 This service was ended after Covid (0-2023-04-12)

[11], 6.21 This service was ended after Covid (0-2023-04-12)

[12], 6.26 This service was ended after Covid (0-2023-04-12)

[13], 6.22 This service was ended after Covid (0-2023-04-12)

[14]: 8.27 This service was ended after Covid (0-2023-04-12)

[15]: 8.28 This service was ended after Covid (0-2023-04-12)

[16]: 8.29 This service was ended after Covid (0-2023-04-12)

[17]: 8.24 This service was ended after Covid (0-2023-04-12)

[18]: 8.29 This service was ended after Covid (0-2023-04-12)

[19]: 8.25 This service was ended after Covid (0-2023-04-12)

[20]: 8.30 This service was ended after Covid (0-2023-04-12)

[21]: Last year's data did not separate amounts for children ages 6-11 and children ages 0-5 (0-2023-04-10)

[22]: Last year's data did not separate amounts for children ages 6-11 and children ages 0-5 (0-2023-04-10)

[23]: 15.15 All branches increased service hours by opening at 10am M-F, staying open until 6pm twice per week, and opening 1-5pm on Sundays. (0-2023-04-19)

[24]: 15.15 All branches increased service hours by opening at 10am M-F, staying open until 6pm twice per week, and opening 1-5pm on Sundays. (0-2023-04-05)

[25]: 15.15 All branches increased service hours by opening at 10am M-F, staying open until 6pm twice per week, and opening 1-5pm on Sundays. (0-2023-04-05)

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Financial / Treasurer Report, April 2023

By Kevin Hettler, Chief Financial Officer

There is a Colorado Ballot Proposal heading to the November 2023 ballot: #21 Limitation on Property Tax Increases. The ballot measure currently reads:

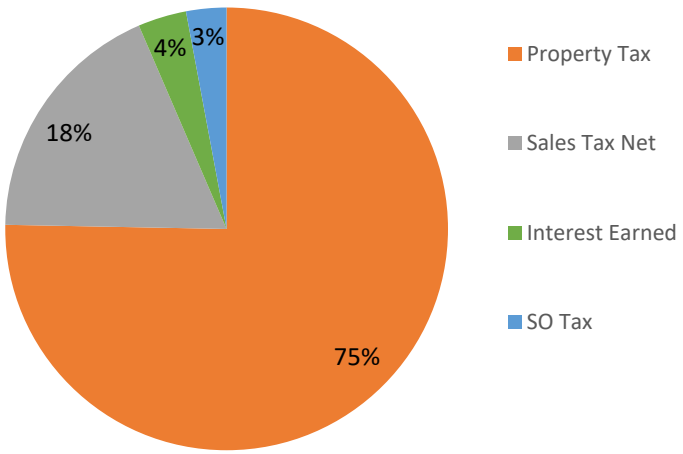
1. To limit an annual increase in the amount of revenue collected on a property to no more than 3% annually unless the property is substantially improved by adding more than 10% square footage to existing buildings or structures or changing the use of the property.
2. To authorize the state to retain and spend up to $100 million per year above the excess state revenues cap imposed by [TABOR limits] in order to offset local government revenue losses resulting from the 3% property tax increase limitation through state reimbursements to local governments for fire protection.

Essentially, this measure will limit property tax growth of individual properties, and to backfill the reduction in revenue to local governments, the state will fund it through $100 million of the TABOR surplus (if available). This measure would amend the state constitution, which requires a 55% voter approval. Some of the details are still being worked out, but currently it would be effective for taxes collected in 2024.

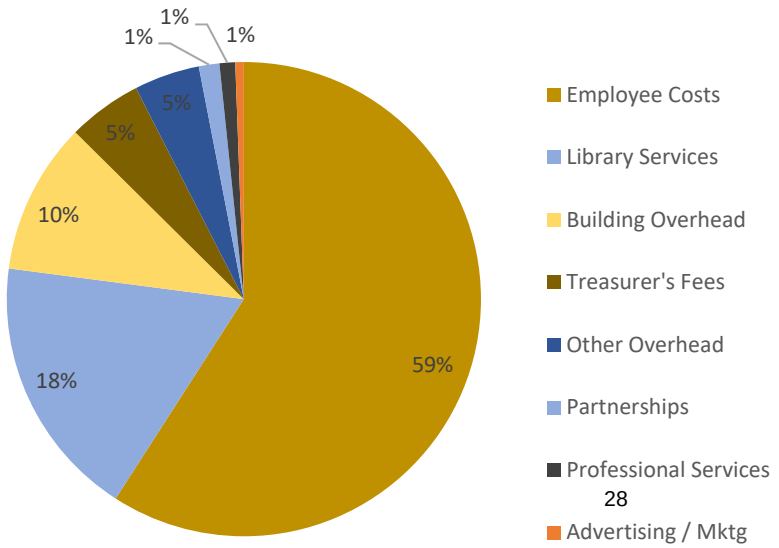
Alpine Bank is investigating 2 unauthorized charges made to one of our purchasing cards in March. The card was closed immediately. They have issued us a provisional credit in the meantime.

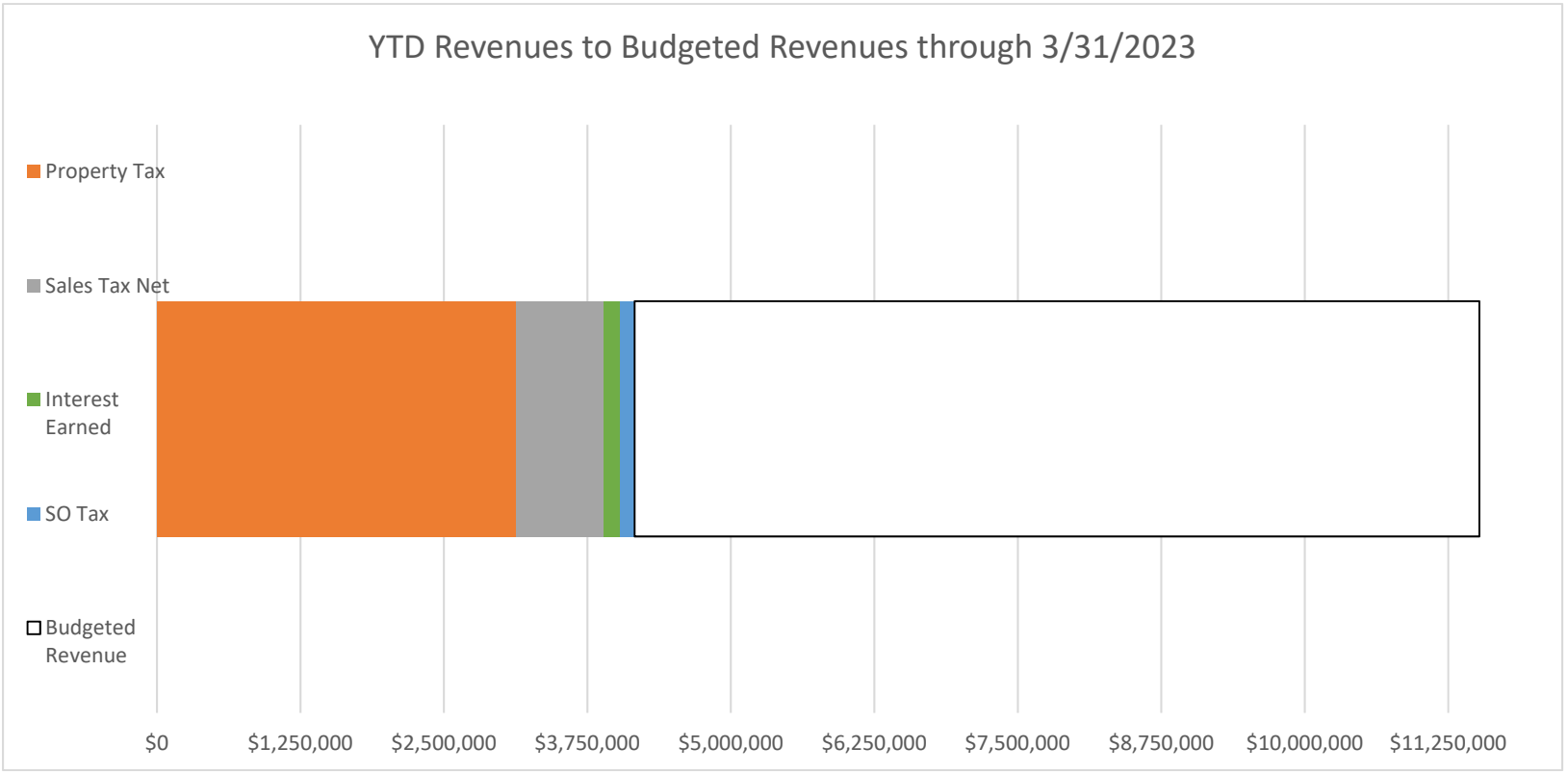
The following charts depict all revenues received and expenditures made from 1/1/23 through 3/31/23, and are relative to their respective annual budgets (Unaudited).
Total revenues received as of 3/31/23 is $4,186,037.
Total expenditures made as of 3/31/23 is $1,750,552.
25% of the year has elapsed as of 3/31/23.
36.26% of budgeted revenue ($11,545,399) has been received.
16.93% of budgeted expenditure ($10,340,129) has been made.
All cash and investment accounts have been reconciled by month end.

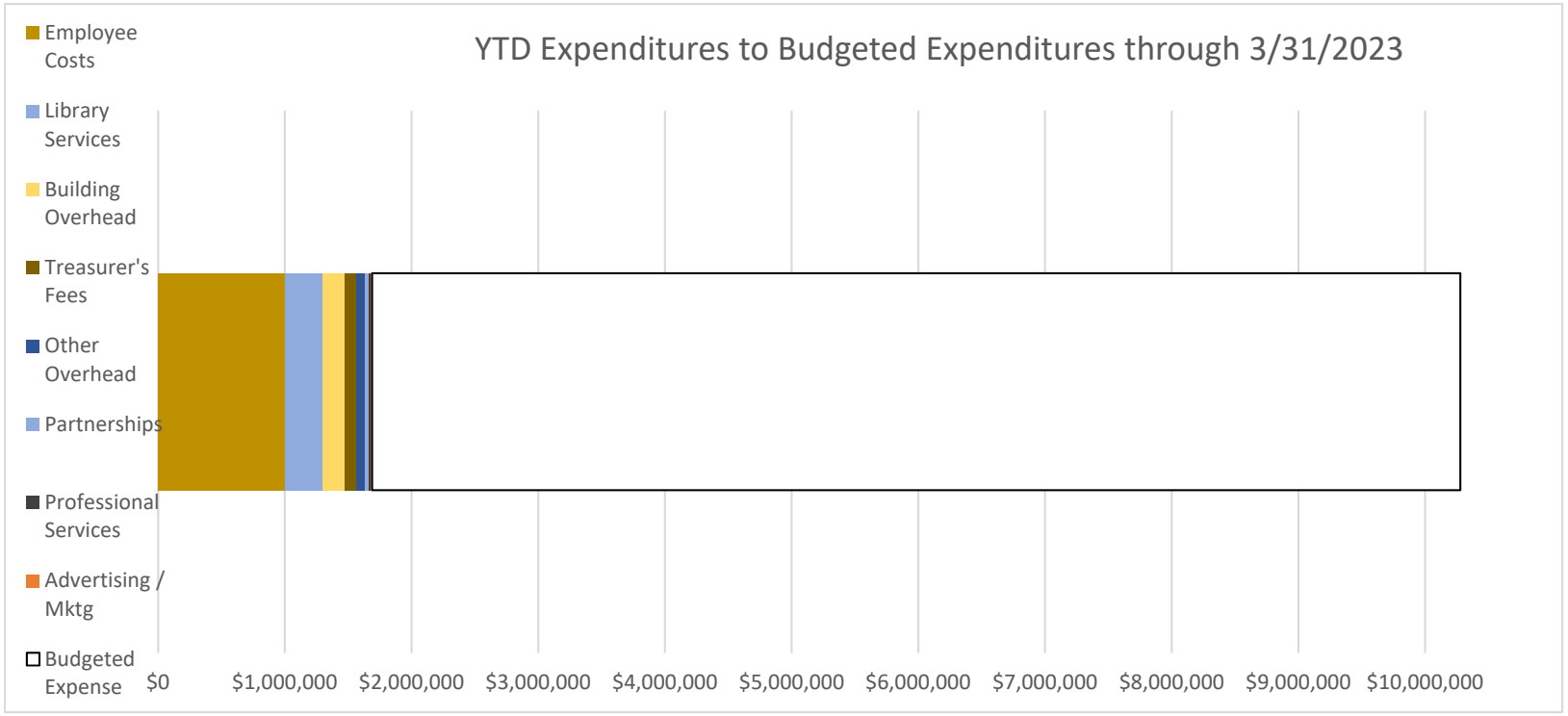
YTD Revenues through 3/31/2023



YTD Expenditures through 3/31/2023




YTD Revenues to Budgeted Revenues through 3/31/2023
Property Tax
Sales Tax Net
Interest Earned
SO Tax
Budgeted Revenue
$0
$1,250,000
$2,500,000
$3,750,000
$5,000,000
$6,250,000
$7,500,000
$8,750,000
$10,000,000
$11,250,000


YTD Expenditures to Budgeted Expenditures through 3/31/2023
Employee Costs
Library Services
Building Overhead
Treasurer's Fees
Other Overhead
Partnerships
Professional Services
Advertising / Mktg
Budgeted Expense
$0
$1,000,000
$2,000,000
$3,000,000
$4,000,000
$5,000,000
$6,000,000
$7,000,000
$8,000,000
$9,000,000
$10,000,000

Garfield County Public Library District
Profit & Loss Budget vs. Actual (unaudited)
Jan-Mar 2023

	Jan - Mar 2023 Actual	Annual Budget	% of Annual Budget	Footnotes	Jan - Mar 2022 Actual	$ Increase / (Decrease) in Actual '22 to '23
Income						
40100 · Sales Tax Revenue	769,234.93	3,580,000.00	21.49%		663,281.30	105,953.63
40102 · Sales Tax Refunds	(10,985.24)	(80,000.00)	13.73%		(6,964.42)	(4,020.82)
40200 · Property Tax Revenue	3,133,115.29	7,306,045.00	42.88%		1,772,530.88	1,360,584.41
40300 · Specific Ownership Tax Revenue	122,606.75	400,000.00	30.65%		102,664.84	19,941.91
40900 · Interest Earned on Investments	147,213.31	150,000.00	98.14%	1.	3,664.64	143,548.67
41000 · Grants	1,076.00	81,692.00	1.32%		0.00	1,076.00
41200 · Other Revenue	9,191.27	62,662.00	14.67%		7,711.80	1,479.47
41300 · Solar Rebates	700.80	9,000.00	7.79%		725.19	(24.39)
42000 · Branch Revenues	13,884.38	36,000.00	38.57%		10,808.31	3,076.07
Total Income	4,186,037.49	11,545,399.00	36.26%		2,554,422.54	1,631,614.95
Expense						
50001 · TREASURER'S FEES	85,394.36	224,121.00	38.1%		54,822.94	30,571.42
50005 · DEBT SERVICE	0.00	1,659,800.00	0.0%		0.00	0.00
51000 · EMPLOYEE COSTS	998,141.84	4,715,937.00	21.17%		836,022.00	162,119.84
52000 · LIBRARY SERVICES	303,539.06	1,357,567.00	22.36%		403,040.36	(99,501.30)
53000 · PROFESSIONAL SERVICES	17,963.04	146,311.00	12.28%		25,087.97	(7,124.93)
54000 · BUILDING OVERHEAD	174,944.67	866,393.00	20.19%		185,061.57	(10,116.90)
54500 · BUILDING REFRESH, FURNITURE,IMI	40,439.87	850,000.00	4.76%		12,970.67	27,469.20
55000 · EQUIPMENT	18,670.03	226,396.00	8.25%		9,572.43	9,097.60
56000 · OTHER OVERHEAD	75,540.86	84,825.00	89.05%	2.	67,194.22	8,346.64
57000 · ADVERTISING & MARKETING	9,757.63	131,500.00	7.42%		21,494.67	(11,737.04)
58000 · VEHICLES	2,398.59	18,541.00	12.94%		6,586.72	(4,188.13)
59000 · PARTNERSHIPS	23,762.06	58,738.00	40.45%	3.	23,762.06	0.00
Total Expense	1,750,552.01	10,340,129.00	16.93%		1,645,615.61	104,936.40
Net Income	2,435,485.48	1,205,270.00			908,806.93	1,526,678.55

Footnotes:

1. **The interest rate on the ColoTrust account for March was averaging 4.83%. Up from 0.18% in March 2022.**
2. **Annual property and liability insurance paid in January**
3. **The first six months Cooper Commons condo assessment paid in January.**

Garfield County Public Library District
Balance Sheet **unaudited**
As of March 31, 2023

	Mar 31, 23
ASSETS	
Current Assets	
Checking/Savings	
10010 · Alpine Bank- Gen(..7072)	855,952.11
10050 · Colo Trust - General	14,787,259.17
10055 · C-Safe	55,124.76
10060 · Alpine Bank- Payroll(..8785)	4,001.08
10070 · Alpine Bank - Flex(..0583)	2,700.10
10210 · Alerus- Flex deposit	292.99
10300 · Petty Cash- Cash drawer fund	1,075.00
11010 · WF-23652000-Annual Interest Pmt	105.56
11050 · WF-23652001-Annual Princ. Pmt	639.22
Total Checking/Savings	15,707,149.99
Other Current Assets	
12050 · Sales tax transfer by Treasurer	426,540.57
12100 · Property tax transfer by Treas	7,311,889.00
12250 · Leases Receivable	388,677.82
Total Other Current Assets	8,127,107.39
Total Current Assets	23,834,257.38
Other Assets	
18400 · Prepaid Exps	36,928.82
19075 · Due to / from reimbursements	3,142.85
Total Other Assets	40,071.67
TOTAL ASSETS	**23,874,329.05**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	12,208.56
Total Accounts Payable	12,208.56
Credit Cards	
20510 · Alpine Bank Purchase Card	10,668.16
20570 · Fuel Cards - WEX / NJPA	749.80
Total Credit Cards	11,417.96
Other Current Liabilities	
20660 · Grants Payable	2,020.44
20670 · Unearned Revenue	1,560.60
21100 · Other Payroll Payables-	
21105 · FLEX payable	1,544.86
Total 21100 · Other Payroll Payables-	1,544.86
21200 · Payroll Payable-	64,511.00
Total Other Current Liabilities	69,636.90
Total Current Liabilities	93,263.42
Long Term Liabilities	
22000 · Deferred Sales tax Revenue	426,540.57
22100 · Deferred Property Tax Revenue	7,311,889.00
22250 · Deferred inflow - verizon lease	388,677.82
Total Long Term Liabilities	8,127,107.39
Total Liabilities	8,220,370.81

Garfield County Public Library District
Balance Sheet
As of March 31, 2023

	Mar 31, 23
Equity	
30000 · Unassigned Fund Balance	10,498,841.60
30005 · Non-Spendable Fund Balance	36,928.82
30010 · Restricted Fund Balance	319,400.00
30100 · Retained Earnings	2,363,302.34
Net Income	2,435,485.48
Total Equity	15,653,958.24
TOTAL LIABILITIES & EQUITY	**23,874,329.05**

GARFIELD COUNTY PUBLIC LIBRARY DISTRICT
SALES TAX COMPARISON REPORT
BEFORE REFUND

	2019		2020		2021	% Incr(Decr) from prior yr	2022	% Incr(Decr) from prior yr	2023	% Incr(Decr) from prior yr
January	232,350.29	16.19%	219,964.19	-5.33%	244,593.97	11.20%	287,373.78	17.49%	342,694.36	19.25%
February	201,365.63	-6.18%	211,661.48	5.11%	248,671.50	17.49%	313,756.46	26.17%		#VALUE!
March	235,241.22	-4.88%	205,882.59	-12.48%	306,107.18	48.68%	363,315.73	18.69%		#VALUE!
April	221,993.61	0.65%	207,819.08	-6.39%	315,594.36	51.86%	356,926.25	13.10%		#VALUE!
May	251,876.55	7.70%	252,114.14	0.09%	365,531.99	44.99%	369,020.81	0.95%		#VALUE!
June	271,841.07	3.83%	275,818.52	1.46%	360,421.57	30.67%	416,313.77	15.51%		#VALUE!
July	283,289.61	6.41%	296,171.04	4.55%	358,053.80	20.89%	415,689.44	16.10%		#VALUE!
August	283,746.69	9.51%	282,100.20	-0.58%	325,543.47	15.40%	437,595.12	34.42%		#VALUE!
September	273,911.00	5.58%	308,802.67	12.74%	359,893.69	16.54%	408,790.73	13.59%		#VALUE!
October	268,983.77	10.76%	298,225.56	10.87%	333,716.60	11.90%	392,680.20	17.67%		#VALUE!
November	248,621.68	15.53%	270,897.91	8.96%	312,286.84	15.28%	378,346.49	21.15%		#VALUE!
December	286,039.62	14.79%	321,746.12	12.48%	375,907.52	16.83%	426,540.57	13.47%		#VALUE!
TOTAL	3,059,260.74	6.59%	3,151,203.50	3.01%	3,906,322.49	23.96%	4,566,349.35	16.90%	342,694.36	-92.50%

AFTER REFUND

	2019		2020		2021	% Incr(Decr) from prior yr	2022	% Incr(Decr) from prior yr	2023	% Incr(Decr) from prior yr
January	209,576.47	5.38%	219,154.90	4.57%	237,651.31	8.44%	282,424.27	18.84%	335,755.71	18.88%
February	198,821.31	-6.36%	208,449.22	4.84%	225,592.83	8.22%	313,056.99	38.77%		#VALUE!
March	233,664.43	-4.67%	199,473.40	-14.63%	302,292.48	51.55%	293,864.24	-2.79%		#VALUE!
April	221,373.23	2.02%	194,556.04	-12.11%	312,333.74	60.54%	356,615.85	14.18%		#VALUE!
May	236,645.79	1.34%	245,037.26	3.55%	363,341.37	48.28%	357,069.28	-1.73%		#VALUE!
June	270,813.24	3.67%	270,598.88	-0.08%	354,079.99	30.85%	414,125.44	16.96%		#VALUE!
July	281,615.39	6.48%	254,330.79	-9.69%	355,006.45	39.58%	414,876.04	16.86%		#VALUE!
August	283,033.57	9.78%	280,187.96	-1.01%	317,495.97	13.32%	434,258.56	36.78%		#VALUE!
September	273,401.59	6.01%	306,570.32	12.13%	358,127.16	16.82%	408,238.24	13.99%		#VALUE!
October	266,965.89	11.84%	295,679.43	10.76%	332,468.17	12.44%	390,686.93	17.51%		#VALUE!
November	246,816.73	15.47%	262,364.84	6.30%	310,702.80	18.42%	375,740.34	20.93%		#VALUE!
December	277,231.38	11.65%	311,675.86	12.42%	375,476.64	20.47%	425,100.13	13.22%		#VALUE!
TOTAL	2,999,959.02	5.30%	3,048,078.90	1.60%	3,844,568.91	26.13%	4,466,056.31	16.17%	335,755.71	-92.48%

Parachute Branch Library Manager Report, May 2023

By Stacy Kline, Parachute Branch Manager

Programs

Storytime-Our Storytime numbers have increased to about 30 attendees on average, compared to 10 or less previously.

Homeschool Advisory-Our Youth Services Coordinator created a Homeschool Parent Advisory group to hear and respond to the needs of homeschool families, which account for around 30% of the families in the Battlement Mesa and Parachute communities

Homeschool Art Show-We held a Homeschool Art Show event that drew over 70 participants

Stuffy Sleepover-We will be hosting a stuffed animal sleepover the weekend before summer reading to kick off SRC. Participants will drop off their stuffed animals between Wednesday and Friday, and they will stay the weekend. Participants will receive a photo album when they pick up their stuffed animals.

Food for Thought-This program has been a huge success and we receive a lot of positive feedback. On average we have around 16 attendees each month.

Western Colorado Book Club-This program, which we run in partnership with the Grand Valley Historical Society, started less than a year ago and had two participants at the first meeting. Since then, word has spread, and our attendance has soared to about 15 attendees each month. We have hosted guest speakers, such as Gary Miller, the son of Colorado artist Jack Roberts, and the Rifle Heritage Center, who shared original glass plate negatives of pioneer photographer Ola Anfenson's work.

Silent Film Festival-This is a three-event series that we started in March. At each session, we give a brief 5-minute introduction to the film, including relevant historical notes, prior to screening the film. In March we showed *The Gold Rush*, starring Charlie Chaplin; in April we showed *Metropolis*, and this month we will be showing *Nosferatu*. The series started out with 2 attendees, but in April we had 12.

Cozy Crochet Corner-This program started with one of our Library Specialists who is extremely talented in crochet, and in response to community interest. We've held one session so far and we expect attendance to continue to increase.

Free Comic Book Day-This is on Saturday, May 6th, and we will have various activities for attendees, such as: trivia, video and board games, cosplay, free comic book giveaways, crafts, and a screening of the movie, *Teenage Mutant Ninja Turtles*.

Butterfly Pavilion-We are purchasing supplies and larvae to have passive butterfly and ladybug pavilions that will allow patrons to witness the life cycle of these critters, watching them develop from larvae to adult butterflies and ladybugs.

Craft Table-Our Youth Services Coordinator has created a craft corner in the children's area where children and their parents can create a free craft. The offered craft changes every two weeks.

Piece It Together-We started a passive puzzle club on Sundays where participants can drop in, stay as long as they like, and help put together a puzzle. The puzzle is switched out with a new one once it's completed.

Looking Ahead

We are gearing up for our annual summer reading challenge, and we have been in talks with the Town of Parachute to host a pirate program on September 16th, in celebration of International Talk Like a Pirate Day. We are hiring a non-profit pirate troupe called The Highland Rogues to provide educational sessions, tables, and demonstrations. This includes live cannon and firearm demonstrations. These use floral foam and foil packets of peanuts, so there are no live rounds. We are in talks with the Town to utilize the gravel strip across the street from the library for these demonstrations. They are on board and thanked us for providing fun programs and events for the community.

Human Resources Report, April 2023

By Kim Owens, HR Director

The employee handbook review continues, with the addition of Jocelyn Durrance as a Board representative to help guide the process.

The week of 4/24 – 4/28 is National Library Week and we've planned a couple of surprises for our staff.

Staff Education and Development update:

Several members of the Spanish Services Team are participating in the District's pilot language assessment tool, provided through Language Testing International (LTI). They will each complete four evaluations: Oral, Listening, Writing, and Reading. Upon completion, a review of the scores will be conducted and a recommendation for a minimum passing score will be made to the District.

We continue the development of our performance management tool (NEOGOV Perform). We look forward to staff and managers participating in the selection of the core competencies upon which their positions should be evaluated.

Recruiting and Staffing update:

We're excited about the promotion of one of our Rifle Library Specialists to the Carbondale Youth Services Coordinator position! This is a great fit for both the team member and the Carbondale community.

The promotion of the Rifle staff member, plus a recent departure of a part-time Library Specialist, has resulted in this branch deciding to combine those two positions into a 40-hour Specialist position, which will bring that branch to five, 40-hr staff members.

After two recent part-time Library Specialist departures at the Glenwood branch, they have decided to combine those positions and create a 40-hour Specialist position which has been filled by a current staff member, also bringing this branch to five, full-time staff members.

Since the District created the option to combine two part-time positions into one full-time position, three branches have had the opportunity and decided to go in this direction. The new allocation of hours brings new opportunities as well as challenges as we learn how best to use the hours.

We are analyzing how we utilize our Substitute Library Specialist program and considering ways in which this program can better support the needs of the District. We currently employ 19 Subs, with varying degrees of availability.

Staffing Report - Since 3/24/2023:

New Hires: 0

Promotions/Transfers: 1

- Library Specialist (24hrs/week) at Rifle promoted to Youth Services Coordinator – Carbondale, 40hrs/week

Vacancies: 3 (openings designated as "on pause" are not included in the vacancy count)

- Library Specialist – Rifle, 40hrs/week
- Library Specialist – Glenwood, 24hrs/week
- Library Page – Carbondale, 10hrs/week
- Library Page – Parachute, 10hrs/week – *On pause*
- Library Page – Silt, 10hrs/week – *On pause*

Departures: 3

- Library Specialist – Rifle, 24hrs/week – 3/28/2023
- Library Page – Carbondale, 10hrs/week – 4/6/2023
- Library Specialist – Glenwood, 24hrs/week – 4/11/2023

Additional Staffing Information:

Headcount as of 03/29/2023:

- 77 total staff members (does not include subs)
- 41 benefit-eligible staff (32 - 40 hours per week); 36 staff with less than 32 hours per week
- 58.65 FTE

Staff Stats by Location – 04/24/2023					
Location	FTE	Total Staff Count	Scheduled Staff Hours **per Week** *(total of all staff)*	Count of Benefit Eligible Staff (over 32 hours)	Count of Staff not eligible for Benefits (under 32 hours)
Carbondale	7.9	11	316	5	6
Glenwood	7.15	10	298	5	5
New Castle	6.90	10	276	4	6
Silt	6.30	8	252	4	4
Rifle	7.85	12	314	4	8
Parachute	6.65	9	266	4	5
Support Services	15.9	17	636	15	2
Grand Total	58.65	77	2358	41	36

Circulation and Collections Report, April 2023

By Jenn Cook, Technical Services Director

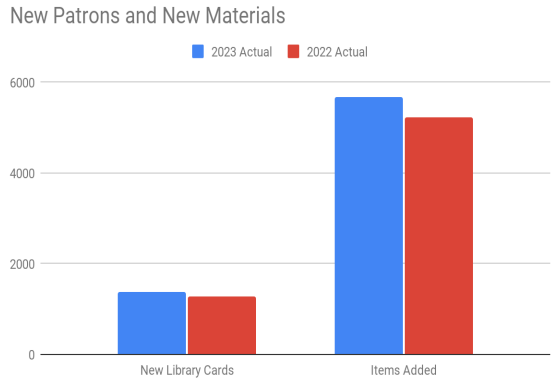
Public Library Annual Report (PLAR):

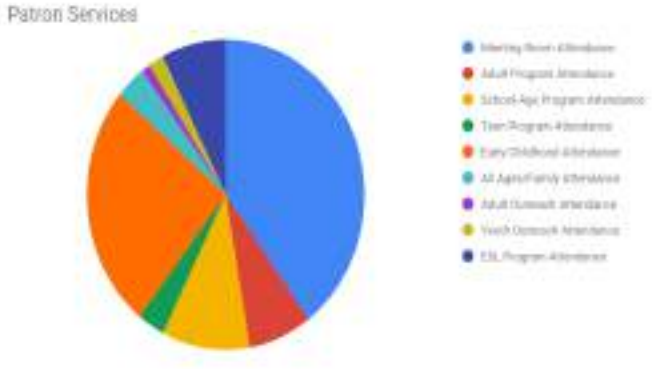
The 2022 Public Library Annual Report has been completed and submitted. The PLAR is mandated by law and is used by the State Library to collect data about Colorado public libraries. The data is also reported to the Institute of Museum and Library Services and is used in national reports to represent public libraries in Colorado. In addition, it provides important information for the District to use in planning, evaluating, and budgeting.

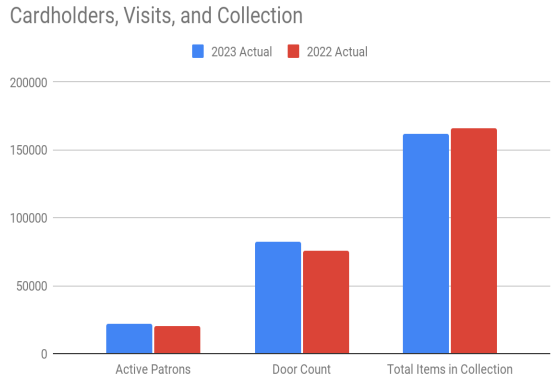
PLAR highlights:

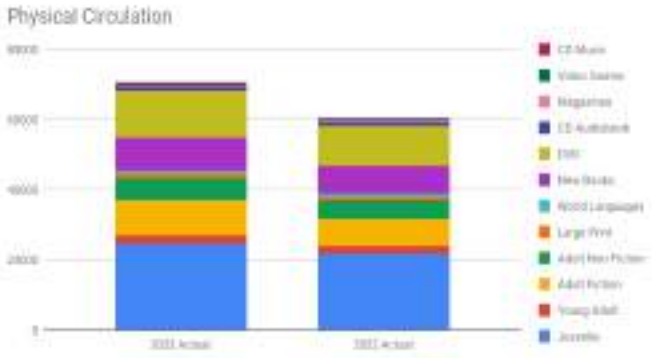
• Open hours = = 38% increase • Use of public computers = 43% increase • Wireless internet use = 15% increase	Computer usage reflects our expanded service hours, and since wireless usage shows a smaller increase, it may indicate that our open hours have a larger impact on those who need to use our computers than on those who have their own devices.
• Print materials expenditures = 25% decrease • Ematerials expenditures = 28% increase	These numbers demonstrate our commitment to shifting priorities towards more digital resources.
• Number of print materials = 4% decrease • Physical item circulation = 64% increase	Although the size of our print collection is slightly smaller, circulation has greatly increased. This is a result of a continuing rebound from Covid and also implies that we are buying the right materials that are checking out often.
• Use of electronic material = 6% increase • Use of databases = 3% decrease	Minimal change in the usage of our digital resources shows that the shift that occurred during Covid has not slacked in any way and will likely continue.
• Number of borrowers = 2.5% decrease • Library visits = 30% increase	Fairly stable numbers of borrowers while greatly increasing library visits again show a continuing rebound from Covid and has also led us to prioritize a targeted membership registration drive.
• Program attendance = 278% increase • Summer reading participation = 14% increase	Programming and events, we extremely curtailed last year due to Covid and also staffing shortages. These increases are very encouraging that we are on the right track to providing the services that our communities want.

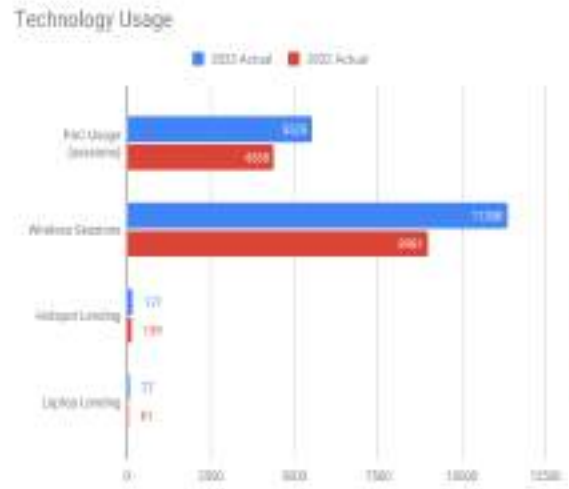
April 2023 Collection, Circulation, & Services Statistics:

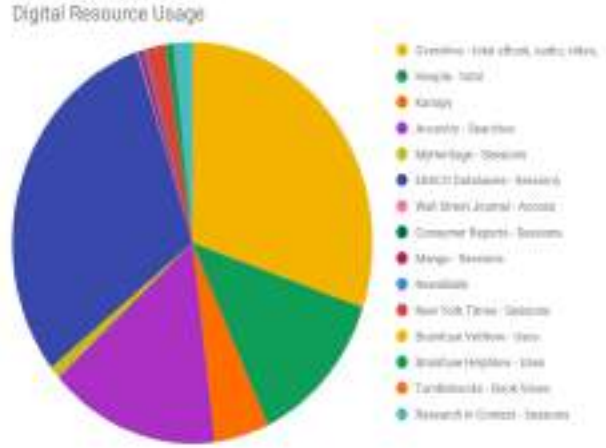












Marketing report

James Larson, Communications & Marketing Director

As mentioned last month, we needed new library cards. I'm glad to say that they have been finalized and have been ordered with delivery hopefully in 2 weeks. As also mentioned. We will have a beautiful new library card in Spanish. These may not arrive in time for our Cinco de Mayo festival in Rifle that we are helping to sponsor, but we will have signage and a giveaway maraca kit to encourage festival attendees to sign up for or renew a library card.

Update on the new website development- last month you saw snapshots of the main web pages that have been designed so far by our local web developer partner, Align. This month our team of internal stakeholders met with Align to review our comments thus far. I am to specify more detailed content to them for the next phase of development. A big thank you to Jenn for being the intermediary between Align and Marmot for all the detailed and complicated needs to link everything to their systems basically including anything involving our catalog, booklists, a new reservation system, and so many more details.

Summer Reading Program - Alex and the Summer Reading Committee have wrapped up all of the planning and we are ready and anxious for the start. We will have flyers to distribute to local schools soon before schools are out for the summer.

General promotional update-anyone tuning in to the area radio stations continues to hear announcements about all of our programs, district-wide and branch programs. We know these are particularly effective with the Spanish language radio market. You will also be seeing ads in the Post Independent for the upcoming Comic Book Day. Our second radio-on-air interview will be on May 9th where we will highlight the Summer Reading Program.

Lastly, New Castle will be getting new outdoor signage. The current sign is nice, but the letters are too small. Here is a screenshot of how the street-facing wall will look with new lettering.

Existing letters 5" proposed letters 11"

1:41
LTE
Garfield County Libraries's p...
Garfield County Libraries
Posted by James Larson
Apr 3 ·
Monday Madness at our Parachute Branch Library.
Write...
GIF
1
9+

1:41 LTE

Garfield County Libraries's p...

Garfield County Libraries

Posted by James Larson

Apr 13 ·

Introducing the next generation of ukelele virtuosos! Our Rifle branch has been hosting a class for youngsters in the area, plus, they can keep the ukelele. This is a very popular series which we hope to offer again... also for adults.

Write... GIF

1:42 LTE

Garfield County Libraries's p...

Garfield County Libraries

Posted by James Larson

6d ·

Congratulations to Tia Hancock (middle), our Winter Reading Challenge grand prize winner at our New Castle Branch Library.

Write...

1:45 LTE

Garfield County Libraries's p...

Garfield County Libraries

Posted by James Larson

Apr 5 ·

Congratulations to Connie Geiman, the winner of the Glenwood Springs Winter Reading Challenge Grand Prize Drawing. Connie stopped by the library to pick-up her Sopris Alpaca Farm Gift Certificate. Connie is pictured with her daughter Jenna.

Write... GIF

1:48
LTE
Garfield County Libraries's p...
Garfield County Libraries
Posted by James Larson
Apr 1 ·
Our Rifle Branch has been working with patron, Michael Mosby, for several years by providing books for him to take to La Escuela Oficial Rural Mixta de la Aldea San Luis Las Carretas in Pastores, Sacatepéquez, Guatemala.

Through our work together, we've managed to provide a whole library of bi-lingual books and books in Spanish for the school; books they otherwise would not have been able to afford. The Rifle Branch collects these books through donations and books that we otherwise would have discarded.

Here is a recent video from the teacher showing the kids at their desks reading some of these books that the Rifle Library has donated.

331 views

April Facilities Board Report

By Jon Medrano, Facilities Manager

The Facilities Department oversaw a variety of projects and repairs. The following are worthy mentions from the Facilities Department.

District Video Surveillance Project

The Facilities Manager has been working with a representative from Verkada to finish final negotiations to prepare for the purchase of the cameras as well as the starting date for installation. Another area company will be brought on board for the practical installation of the camera and runs for data network cabling, etc. Anticipating a starting date in May.

Verizon Phone Project

The Facilities Department worked with the Chief Financial Officer to complete the District-wide Verizon Phone Project. This came after a time of an initial phone test, and correspondence with the said company to ensure that it would be a good fit for GCPLD. Part of this project included the removal of the previous companies' phones and ATA devices from each library branch location. The Facilities Manager would like to thank the many people involved with the completion of this project, including the Administrative Assistant, and the Chief Financial Officer.

Sliding Door Repair at Glenwood Springs Branch

A local sliding door company was called to repair the Glenwood Springs Library's front sliding doors. The main header above the doors was sliding down causing the doors to not close completely. The main header needed to be raised and securely fixed and is now in working order.

New Outdoor Sign in New Castle

The Marketing and Communications Director, New Castle Branch Manager, and the Facilities Manager are working with a local sign company to remake the exterior sign for the New Castle library. The original sign is particularly small to those that pass by and so it was decided to enlarge the metal lettering from 5 inches to 11 inches. Proof of the sign has been confirmed keeping the same font and location on the building. The date for installation is to be determined.

New Lights in Glenwood Springs Alleyway

The Facilities Manager along with the CMC Facilities Manager worked with a grant from the Glenwood Springs Downtown Development Authority to install 3 high-quality bright exterior lights in the alleyway at the Glenwood Springs library branch. These lights were professionally installed and equipped with a day sensory giving adequate lighting from dusk till dawn.

Space planning in Parachute, New Castle, and Silt

The three Branch Managers from Parachute, New Castle, and Silt, the Facilities Manager, and the Executive Director have been working with a professional space planner for the updating of the Parachute, New Castle, and Silt Branches. The space planner will be assisting GCPLD in upgrading needed areas like quality furniture, meeting spaces, study rooms, and staff space. This will be completed in phases throughout the year. The goal is for improved staff flow and quality upgrades for the community. More updates as the space planning project continues.

Events March 2023

Alex Garcia-Bernal, Education & Events Manager

GCPLD moved into spring with a full schedule of events. Teen Tech Week was from March 6th to March 11th. Each library hosted a two-hour open house presentation on new tech gadgets for teens, including VR headsets, drones, 3D printers, coding toys, and more. The programs were all fantastically attended at each of our branches.

All branches continued their regular programs for kids, teens, and adults. The Rifle Branch Library hosted a six-week ukulele class each Wednesday evening beginning on March 1st. They also hosted their regular ESL class with CMC every Tuesday and Wednesday and they hosted their monthly teen art program, The Art Thing on Wednesday, March 1st. The Silt Library continued to host their weekly Tai Chi for Seniors each Wednesday. Carbondale hosted its monthly knitting club on Thursday, March 2nd. The Glenwood Springs library began hosting its weekly Genealogy 101 series on Thursday, March 9th. The Silt Library hosted its monthly Loteria family game program on Thursday, March 9th. The New Castle library hosted its Spanish language social education program, Ponle Vida a los Años on Friday, March 10th, and Friday, March 24th. The Carbondale library hosted The Lost Art of Random Conversations on Sunday, March 12th, and Sunday, March 26th. The Parachute Library hosted its Silent Movie program on Thursday, March 16th.

The Carbondale library hosted their Paws to Read Story Time on Tuesday, March 7th, and Tuesday, March 21st. They also hosted their coding club with the Aspen Science Center on Thursday, March 9th. The Parachute Library hosted its Builders Club each Tuesday evening. The Glenwood Springs library began a series of financial education in Spanish with La Medici Savings Collaborative on Thursday, March 14th, 21st, and 28th. The Rifle Library hosted a presentation on Doc Susie with the Rifle Heritage Center on Saturday, March 18th. Carbondale hosted a special Sound Healing presentation on Saturday, March 18th. GCPLD also hosted a hybrid presentation at the Carbondale library on medicinal mushrooms with Carbondale Age Friendly on Monday, March 20th. The Rifle Library hosted a presentation on a Peace Corp family on their adventures in Mongolia and Paraguay on Tuesday, March 28th.

The Carbondale library hosted its monthly GSA book club on Friday, March 3rd. They also hosted their Crafts for Kids program with Carbondale Arts on Saturday, March 4th, and March 18th. The Silt library hosted their Teen Book Club on Monday, March 6th. The Parachute library hosted their Food for Thought cookbook club on Thursday March 9th and their Western Colorado book club on Tuesday March 14th. The Glenwood Springs library hosted their Spanish book club on Saturday March 11th. The New Castle library hosted the virtual version of the Spanish club on Saturday March 25th. Parachute hosted their Teen Book Club on Monday March 27th.

GCPLD hosted a special Meet the Author presentation with award winning Colorado writer, Scott Graham. He presented at the Silt library on Sunday March 12th, New Castle and Parachute libraries on Monday March 13th, and the Glenwood library on Tuesday March 14th.