



Regular Meeting Minutes

Delta County Public Library District

Board of Trustees

Wednesday, October 15, 2025, 4:00 p.m.

Meeting Location: Crawford Library, 545 Hwy 92, Crawford, CO

- 1. Call to Order:** Koontz called the meeting to order at 4:00 p.m.
- 2. Roll Call:** Lesandre Barley, Kami Collins (Zoom), Gayle Davidson (Late), Louise Fierro, Paul Frazier, Esther Koontz, Kathy Steckel
Staff Present: LaDonna Gunn, Ariel Smith, John Major, Kristi Lloyd
- 3. Agenda:** Motion to approve the agenda by Steckel. Frazier 2nd. Motion passed.
- 4. Consent Agenda:** Motion to approve consent agenda by Barley. Steckel 2nd. Motion passed.
 - a. Regular Meeting Minutes – September 17, 2025**
 - b. Library Report to Board – October 2025**
- 5. Reports**
 - a. September 2025 Financial Report – Kami Collins:** Collins reported on financials. The board discussed. Motion to approve the September 2025 financial statements and Bills & Payments Report by Barley. Fierro 2nd. Motion passed.
 - b. District Director’s Report – LaDonna Gunn:** Gunn’s report was included in the Trustees packet and covered the following topics: Website/Calendar update, Mesa County Community Summit, Cedaredge Parking Lot Project and Gutter Project Update, Value of Mamot Library Consortium, Spanish Community Project, Trustee Check-ins, Trustees expiring terms, DCL Foundation and CALCON, Crawford/Hotchkiss Library Assistant—Adult Programming Focus. Gunn provided updates on the following topics: Value of Marmot Library Consortium: Gunn gave an explanation on the value of the consortium. Grants—Adult Literacy. Executive director visited in September and then met with Gunn a few weeks later. DCL is still in the running. If DCL is awarded the grant, funds will apply in 2026. Fine Free: Gunn collected a staff story of a patron’s experience with going fine free and the positive experience they had. Mesa County Community Summit: Gunn estimated about 175-200 people attended this year and commented on the quality and value in the breakout sessions. Website update: Focus groups are underway. The data gathering and six-month process has started. A survey will be going out to the schools and other contacts for website feedback in addition to the focus groups. Website team will include a survey to the trustees. Employee Handbook: Koontz asked for an update on the Draft Employee Handbook. Gunn provided a timeline update. Success Closet Program: Koontz asked for an update on the Success Closet along with stats. Gunn stated that new brochures have been made, and we are pushing for more marketing. More feedback will be available once it has had time to be seen. Trustees-Expiring Terms: Collins asked about the trustees selection timeline. Gunn explained the trustee

advertising timelines and that the communications coordinator follows typical advertising protocols.

c. **Board Committee Reports:** None

d. **Library Friends Reports:** Laura Major (Paonia Friend's)—Their next meeting is the beginning of November. Susan Hansen (Crawford Friend's)—after 11 months the Crawford sign is installed. It looks nice and they have been receiving good feedback from the community. 10/21 is the ribbon cutting ceremony. Crawford Friend's have received generous donations and will be recognizing those donors at the ribbon cutting. Open house all day. Ribbon cutting occurs at 1:30pm. Michelle Specht (Crawford Friends)—attended website focus group and provided feedback. She stated she thought it went really well.

e. **Library Foundations Reports:** Davidson reported that Clare is making changes to the financials, so they are more readable and accurate. February they will be doing a swing dance fundraiser at Memorial Hall. The Community band will pick the date. Please let Davidson know of anyone interested in serving on the Foundation as they are looking to expand.

i. **DCL Foundation 2025 YTD Financial Report**

ii. **DCL Foundation 2024 Financial Review**

6. Continuing Business

a. **Review/Discuss CPL Standards – Facilities & Infrastructure:** Board reviewed and discussed the CPL standards—Facilities & Infrastructure.

b. **Adopt Purchasing Policy:** Motion to adopt the Purchasing Policy as presented by Barley. Frazier 2nd. Motion passed.

c. **Adopt Non-Discrimination Policy:** Motion to adopt the Non-Discrimination Policy with respective changes by Davidson. Fierro 2nd. Motion passed.

7. New Business

a. **Review Proposed 2026 Budget as Submitted:** Finance committee presented. The board reviewed the Proposed 2026 Budget as submitted. Board discussed.

8. **Public Comments:** Laura Major (Paonia Friends)—Friends are community support for the library. Often provide support around a particular project. We should have been focusing on the importance of the district, not individual libraries. It is hard to get people interested in what is going on in Paonia when they live in Delta and vice versa. Need to get Friends groups focused on pushing for the district instead of the individual libraries. Outside of Delta, no one understands the Makerspace or the sharing between Delta Library and the City.

9. **Adjourn:** The next regular Board meeting is Wednesday, November 19, 2025, at the Delta Library at 4:00 p.m. Motion to adjourn, Frazier. Barley 2nd. Motion passed. Koontz adjourned the meeting at 5:40 p.m.

Approved this 19th day of November 2025:

Lesandre Barley, Secretary, DCPLD Board of Trustees