



Regular Meeting Minutes

Delta County Public Library District

Board of Trustees

Wednesday, November 19, 2025, 4:00 p.m.

Meeting Location: Delta Library, 124 East 6th St., Delta, CO

1. **Call to Order:** Koontz called the meeting to order at 4:04 p.m.
2. **Roll Call:** Lesandre Barley, Kami Collins, Gayle Davidson (Absent), Louise Fierro, Paul Frazier, Esther Koontz, Kathy Steckel (Zoom)
Staff Present: LaDonna Gunn, Ariel Smith
3. **Agenda:** Motion to approve the agenda by Barley. Frazier 2nd. Motion passed.
4. **Public Hearing: Proposed 2026 Budget**
 - a. **Open Public Hearing:** Koontz opened the public hearing at 4:05 p.m.
 - b. **Updates to Proposed Budget by District Director:** Gunn gave the following updates: Revenue will increase slightly due to grants received and expected year-end donations from patrons. Some expenses will decrease, such as personnel due to unfilled positions, while other expenses will increase due to unknown maintenance repair costs. Gunn is confident in balancing the budget to the \$50,000 deficit budget per the board's 2024 resolution. Capital projects line: Gunn has updated some capital projects by postponing minor projects. Cedaredge Foundation, Crawford Friends, and Paonia Friends are all aware of the capital projects outlined for 2026. They were all receptive to the projects and can help in times of need. Gunn reviewed the information from the Assessor. Board discussed ballots and strategies for the future.
 - c. **Public Objections and/or Comments:** None
 - d. **Questions from Board of Trustees to District Director or Public:** No questions.
 - e. **Discussion and Comments by Board of Trustees:** Koontz thanked Steckel, Collins, and Gunn for their time and effort on the budget process. Koontz would like to do work sessions with Jolene in 2026. Collins stated that this is not a good budget, yes good work has been done, but we are cutting collections, cutting marketing, and cutting professional development for staff in order to have a balanced budget. We do not have enough revenue to continue the way we have been budgeting, and the voters are not ready to give more. We are living within our means, but we are going to have to figure this out sooner rather than later. Next budget year we will be facing crisis level if these conversations are not had before this time next year. Koontz, Frazier, and Fierro agreed with Collins that the voters are not ready to give more in revenue and should expect to see cuts. Voters will come to an understanding once they see that services will have to be cut due to lack of revenue. Barley suggested advocating to community members about the value of their tax contributions.
 - f. **Close Public Hearing:** Koontz closed the public hearing at 4:29 p.m.

5. **Consent Agenda:** Motion to approve consent agenda by Barley. Fierro 2nd. Motion passed.
 - a. **Regular Meeting Minutes – October 15, 2025**
 - b. **Library Report to Board – November 2025**

6. **Reports**
 - a. **October 2025 Financial Report – Kami Collins:** Collins reported on financials. The board discussed. Motion to approve the October 2025 financial statements and Bills & Payments Report by Fierro. Barley 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 and Calendar; Policies—Employee Handbook; Cedaredge Library; Crawford Library; Delta Library; Paonia Library; Adult Literacy; Collections—Youth materials, learning kits, Launchpads, and Wonderbooks; Library Website/Calendar Project \$21,000; Trustee Check-ins; All-Staff Development Day; Paonia Library Manager; Crawford and Hotchkiss Library Assistant—Adult Programming Focus. Gunn provided updates on the following topics: reminder of Trustee Check-ins on December 1. Trustees, please let Gunn know if you will attend in person or via phone. Gunn notified trustees of planned vacation time. Board discussed the Cedaredge Foundation expansion project and its estimated timeline of events. Board discussed All-Staff Development day topics.
 - c. **Board Committee Reports**
 - i. **Executive Committee:** Koontz included the edited and revised bylaws to all trustees. Koontz informed trustees to review the document and have feedback submitted to Koontz and Steckel by the December board meeting. The board will approve the updated bylaws in the January 2025 meeting. Koontz will supply all trustees with a working document to show edits and feedback. Koontz will provide all trustees with a redline draft moving forward. The board discussed some suggested edits.
 - d. **Library Friends and Foundations Reports:** Michelle Specht (Crawford Friends of the Library): Susan Hansen passed away and will have a celebration of life Saturday at 1pm at Town Hall. Michelle will be acting president until February. Pam Stephens (Paonia Friends of the Library): Had their meeting earlier this month and were shown Paonia project needs and have received the email outline from Gunn. They have compiled a ranking system and will decide in January what projects they want to contribute to. Paonia Friends want to retain money for the roof and solar project in the future. December 5th and 6th will be the holiday book sale. The next annual meeting will be March 21 with a potluck.

7. **Continuing Business**
 - a. **Review/Discuss CPL Standards – Library Services & Programs:** Board reviewed and discussed. Gunn asked trustees to take various marketing materials to distribute to the community as board members are to advocate for the libraries and their services.

8. **New Business**
 - a. **Approval of District Director Evaluation Form:** Motion to approve the District Director Evaluation Form with the following changes: strike “promoting a positive work

environment,” addition of Gunn’s 2025 goals, and strike the number “three” for areas of improvement by Collins. Barley 2nd. Motion passed.

9. Public Comments: None

10. Adjourn: The next regular Board meeting is Wednesday, December 10, 2025, at the Hotchkiss Library at 4:00 p.m. Motion to adjourn by Collins. Fierro 2nd. Motion passed. Koontz adjourned the meeting at 5:22 p.m.

Approved this 10th day of December 2025:

Lesandre Barley, Secretary, DCPLD Board of Trustees