SECURITY PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

September 10, 2026

I. Call to Order The meeting was called to order at 6:30 p.m. by Dr. Ybarra.

Pledge to Flag Pledge of Allegiance to Flag

Roll Call:

Board members present: Ms. Laborde, Ms. O'Donnell, Dr. Ybarra, Ms. Hubbard, Ms. Gifford, Ms. Perez

Board members absent: Ms. Carino

Staff members present: Ms. Anspach

II. Recurrent

A. Minutes

It was moved by Ms. Laborde, seconded by Ms. Hubbard, that the Library Board of Trustees **APPROVE** the minutes of the August 13, 2026 meetings.

Aye: Ms. O'Donnell, Dr. Ybarra, Ms. Gifford, Ms. Perez

Motion carried

B. Financial Report

It was moved by Ms. Laborde, seconded by Ms. O'Donnell, that the Library Board of Trustees **APPROVE** the financials for August 2026.

Aye: Dr. Ybarra, Ms. Hubbard, Ms. Gifford, Ms. Perez

Motion carried

C. Director's Report

AUGUST

- A big thanks to Art from Carol's Creative Glass for bringing Mosaic Making to the library! We had a packed house of patrons excited to learn about, and craft, mosaics. We are definitely going to host another class like this in the future.
- After realizing we had an overabundance of rubber stamps, scrapbooking materials, and other craft supplies, we decided to make the best of the situation by hosting a Craft Supply Rummage Sale on August 20th. Even with a "make us an offer" pricing system (and learning Sam is not great at haggling), we still made a whopping $408 for the Friend of the Library! There are still more than enough supplies to have another sale, probably closer to the holidays.
- Sesquicentennial Storytime was a hit. Nine local authors sat down with Sam to make Storytime videos where they read their books. We then shared the videos on Facebook and had an excellent response - 6,469 views. The videos are still on Facebook. This response from both authors and readers has made us eager to host more author events in the future.
- In remembrance of Dolly Parton, we handed out 80 copies of "A Little Spot of Kindness" to children on Saturday, August 29th. Dolly was a huge supporter of libraries through her "Imagination Library" and we thought it only appropriate to have a book about kindness to give away in her honor.
- Summer Reading broke all of our records and ran smoother than ever before! Registration counts were at an all-time high, as was engagement – across all age groups! Shannon noted, among tweens and teens: consistency was up (same kids from week to week), and we did not see a plateau or decrease in participation as the summer went on! Both are excellent indicators that she is on the right track with some of the hardest to plan for patrons.
- After the stress and bustle of summer reading, staff were ready to take a day off and regroup! Our Staff Training Day was held on September 18th. We debriefed, learned about new projects we'll be embarking on this fall, and then we tie-dyed our shirts for the parade! They were all "far-out" and will be even better when Grace adds the custom message of "Keep Libraries Weird" using the Cricut!

SEPTEMBER

- September is National Library Card Sign-up month and we're making getting a library card as special as we can! New patrons can get their photo taken to commemorate the event and receive a sticker to let the world know they have a library card! Grace sent posters to all of the schools so that staff and students can find out more about what we do and learn how to get a card.

- Artist Appreciation Month art entries have entered the voting phase. Enthusiasts can vote online or in-person for the art they think should win the contest and be featured in the library lobby for the next year!
- After a month off to recharge and switch gears, Children's Programming is back in full swing! In addition to multiple story times for a variety of groups, we will also be bringing back Messy Art, Storybook Symphony, and will continue to offer Lego Club!
- After much consideration and thought as to how we can serve families the most effectively, we are pivoting from the Homeschool Crew monthly program to our new "Check Out a Librarian" service. A recent news article shocked us with the fact that 80% of all homeschool families are right here in Southern Colorado. Rather than a single-topic, librarian curated program, we are serving families where they are by finding out what needs they have specifically. Patrons can "check out a librarian" to learn more about how to use the library, take advantage of the resources we have available, or just help them deep dive on a particular subject. A shelf outside of the Children's Library will house librarian curated resources, as well as giving families the ability to share what tools have worked for them.
- Tween and Teen program is back this month! Shannon will be starting back up with the very popular "Tween Maker Club" as well as TAB (Teen Advisory Board), Teen Activity Night, and Teen Only Movie Nights.
- Laurie is ready for fall as are the group of wonderful patrons that came to her Autumn Craft Class on September 5th. Using materials that we had in our extensive craft supply collection, they made adorable fall themed decorations. Craft Classes will increase as we get closer to the holidays and (hopefully) more seasonable weather.
- Bethany is breaking out her crochet hooks and looms again this month. Her Twisted Stitches classes feature Crocheted Fall Coasters on September 12th (beginner+ experience level), as well as Loom Knit Pumpkins for beginners on September 26th.
- Betty the Bookmobile is out in full force this fall, making her way to a host of different schools and events. Teachers have been emailing on a regular basis to set up dates, which make us feel like Betty is finally finding her place in the community!
- The annual Community Parade is happening Saturday, September 26th beginning at 9:30am at Big R. Betty will also be attending this event and all are welcome to join

us in the parade! This year's theme is "Colorful Colorado" in celebration of our state's 150th birthday!

- It is already that time again…our annual Fall Festival and Craft Fair is scheduled for Saturday, November 7th from 4-7p. Beginning Sept 14-21st, crafters can register for a booth at the event!
- Also right around the corner is our annual Book Sale on October 16 and 17th! Due to the overwhelming success of last year's sale, our book shed is looking a little skimpy. Grace sent out the notice asking for donations to all the schools, as well as posting the flyer on Facebook and Instagram.
- SPL is proud to be a part of the Manhattan Short Film Festival! Viewings will be held on Friday, October 2 from 5-8pm and Saturday, October 3 from 12-3pm. The same 10 films will be shown each day, so interested community members need only attend one of the days. Viewers will vote on the 10 short films, with the final results being broadcast on October 5th. Popcorn, candy, and beverages will be served at this free event!

Additional Items:

- Website: Vinny is helping Sarah work on developing a new, user-friendly website design for the library!
- Thanks to a grant awarded to the Samantha and the Library, we have fully digitized and uploaded the next set of Fountain Valley News newspapers (1/1975 to 7/1976) to the Colorado Historical Newspaper Collection (CHNC).
- Sarah talked to IT about adding additional cameras around the property. Work should start hopefully this month!
- After much consideration, we are holding off painting the building until next year. We have some minor maintenance we would like to get done first, as well as having the cameras installed. If anyone has any color suggestions, please let us know!
- There may be a big change coming to our parking lot! We are in discussions with WPR and WSD3 to turn at least the east side of the campus back into a one-way. This will add back 13 parallel parking spaces. We have been given the go ahead by Facilities to install four permanent "Library Only" parking signs and one "15 minute parking" in front of the book drop. We believe the one-way road will greatly reduce safety concerns without inconveniencing visitors.

- Lisa (the library's accountant) and Sarah are working to resolve previous and newly uncovered issues pertaining to PERA and taxes. We are hoping to have this work completed in the next couple of months.
- The Board of Education (BOE) is taking a STEM Field Trip to King Elementary, Grand Mountain School, and SPL on September 22nd to visit the Makerspace!
- Our annual audit has been scheduled for September 23rd. Lisa will be coming from Alamosa to help. She has spent a tremendous amount of time reconciling the books and getting us ready.
- On October 1, we will be taking several staff to the AspenCat Conference in Arapahoe. This conference has not been in-person since before covid, so we are very excited! This is an incredible opportunity for staff to network and participate in staff development. We are trying to determine if we will close entirely or only partially that day.

D. Correspondence

The Board received a written note from community member and patron, Grace Williams, which was read aloud by Dr. Ybarra. Ms. Williams suggested that we have Saturday Storytimes for working parents, if even just quarterly. She also volunteered to read for the storytime. Ms. Anspach is taking this idea into consideration and will speak to library staff.

E. Trustees, public, and staff on items not appearing on the agenda.

III. Old Business

A. RECEIVE Director's Evaluations

The Board of Trustees **RECEIVED** the Director's Evaluation Forms.

B. RECEIVE Library Board Self Evaluation Form

The Board of Trustees **RECEIVED** the Library Board Self Evaluation Forms.

IV. New Business

A. RECEIVE Library Board Roster

The Board of Trustees **RECEIVED** the Library Board Roster.

B. RECEIVE Revised Makerspace Policy

The Board of Trustees **RECEIVED** the Revised Makerspace Policy.

C. RECEIVE Revised Fax Policy

The Board of Trustees **RECEIVED** the Revised Fax Policy.

D. RECEIVE ColoTrust Term Series II Opportunity

The Board of Trustees **RECEIVED** the ColoTrust Term Series II Opportunity information.

E. ACT ON Children's Room Desk Quote

It was moved by Ms. O'Donnell and seconded by Ms. Gifford to **APPROVE** the purchase of a new Children's Room Desk for $16,615.32.

Aye: Ms. Laborde, Dr. Ybarra, Ms. Hubbard, Ms. Perez

The meeting was motioned to be adjourned by Ms. O'Donnell and seconded by Ms. Gifford.

Respectfully submitted,

Shannon Carino

Shannon Carino, Secretary