

WOODRUFF MEMORIAL LIBRARY ADVISORY BOARD

MEETING MINUTES
Monday – September 15, 2025

BOARD MEMBERS PRESENT:

Sarah Holt – Chairperson
Terry Smalling – Vice Chairperson
Nicholas Burdick
Holly Huerta-Hudak
Maureen Rikhof – City Council Representative

OTHERS PRESENT:

Heather Maes – Library Director

AUDIENCE:

None

Call to Order

The meeting was called to order at 12:00 p.m. by Chairperson Holt.

Approval of Minutes

July 21, 2025 Meeting Minutes:

Motion to approve made by Nicholas Burdick, seconded by Terry Smalling. Motion carried.

August 18, 2025 Meeting Minutes:

Motion to approve made by Holly Huerta-Hudak, seconded by Terry Smalling. Motion carried.

All minutes were approved as presented.

Director's Report

Heather presented her monthly report:

The library did not receive the grant through the Community Investment Program supported by Three Corners Connectors in partnership with the Southern Colorado Economic Development District.

Heather attended the Library Advisory Board Training and Workshop held at the library.

Heather submitted the library's 2026 budget, which includes funding for a replacement HVAC compressor and a new color copier in Capital Outlay.

Heather and Kimberly attended the Arkansas Valley Senior Resource Fair hosted by Senior Service Professionals and AIS Medicare & More, where they promoted library programs and services.

Heather attended the Southeast Regional Convening held in Las Animas, where she learned about potential new grant opportunities.

Fieldprint services recorded 13 appointments for the month.

Twelve (12) new children were registered in the Dolly Parton's Imagination Library Colorado Program, bringing the total to 468 active children receiving a free book each month.

Other Business

The Board reviewed the Annual Report to be presented to the City Council.

The Board reviewed the new policies to be submitted to City Manager, including:

Safe Child Policy

Response to Law Enforcement Policy

Motion to approve was made by Terry Smalling, seconded by Nickolas Burdick Motion carried.

Adjournment

There being no further business, the meeting was adjourned at 12:26 p.m.

Respectfully submitted,
Holly Huerta-Hudak – Board member