

July 21, 2025 Meeting of Library Advisory Board

Purpose: Monthly Meeting

Anticipated Attendees: Sara Holt, Julie Worley, Terry Smalling, Holly Huerta-Hudak, Nickolas Burdick, Maureen Rikhof, Heather Maes

Date/Time: June 21, 2025 @ 12:00pm

Location: Library

Agenda:

1. Audience
2. Minutes of June 16, 2025
3. Monthly Reports
 - a. Directors Report
4. Other Business
 - a. Upcoming training August 1st 9:30-12:30
 - b. Report to Council per

Next meeting July 21, 2025 @ 12:00pm

Responsibility for tasks:

Mission Statement:

Vital and dynamic, an open door to opportunity,
Where people come to be inspired, informed, connected,
And leave delighted.

Tag Line: More than you expect!

Board Terms

Julie Worley – 12/31/2026
Holly Huerta-Hudak – 12/31/ 2026
Sara Holt – 12/31/2025
Nickolas Burdick – 12/31/2025
Terry Smalling – 12/31/2027
Maureen Rikhof – City Council Rep

Director's Report June 2025

Summer Reading Program kick off was June 2nd with a hot dog lunch provided by the Friends of the Library. We also had a bounce house, face painting, sidewalk chalk art, and information tables from different organizations with in the community. We had 220 patrons attend that event.

First day of SRP sign up was 177 patrons, by the end of the week it had grown to 254. We held events for birth - 6th grade on Tuesday and Thursdays @ 10am and a Lego Club on Wednesday evenings @ 4:30pm. Teen events for 7th - 12th grade was on Fridays @ 1pm.

4 Tuesday events	2 Wednesday Lego Club	3 Thursday events	4 Friday Teen events
547 participants	69 participants	362 participants	25 participants

Hands on History a partnership with History Colorado kicked off their 2nd year of Summer Camp June 9th for 1st - 6th graders. They hold camp Monday - Friday from 8-5 and have weekly themes such as Garden to Table, Exploring Nature's Creations, S.T.E.A.M: Design & Discover. They had 187 campers for the month of June, camp will continue till July 25th.

We submitted the grant with the Colorado Health Foundation and will hopefully hear by September/October if it was awarded.

Fieldprint brought in \$18.00 for the library for the month. We had 4 appointments.

We registered 13 new kids into the Dolly Parton's Imagination Library Colorado program, we currently have 473 active kids in Otero County receiving a free book each month. We have also graduated 277 kids since July 2022.

WOODRUFF MEMORIAL LIBRARY ADVISORY BOARD

MEETING MINUTES
Monday – June 16, 2025

BOARD MEMBERS PRESENT:

BURDICK, Nickolas
HOLT, Sara – Chairperson
HUERTA-HUDAK, Holly
RIKHOF, Maureen – City Council Representative
SMALLING, Terry – Vice Chairperson
WORLEY, Julie – Secretary

OTHERS PRESENT:
Heather Maes – Library Director

Meeting was called to order at 12:03 p.m. by Chairperson Holt.

- Minutes of the May 19, 2025 meeting were approved as submitted by Motion made by Nickolas Burdick and seconded by Holly Huerta-Hudak.

Director's Report:

- Woodruff Memorial Library (WML) has received a link allowing them to apply for a grant with the Colorado Health Foundation. Grant was due on June 15th – and Heather indicates they hope to hear whether they are awarded the grant within 30-90 days.
- If awarded, the grant would provide \$375,000 over a three-year period and would be used to purchase computers used by the public in the library; programming resources; money to build the book collections; and to fund a part-time position.
- There have now been sixteen (16) teen volunteers interviewed and accepted as volunteers to assist Kimberly with the Summer Reading Program, which began on June 2, 2025.
- Additionally two (2) new adult volunteers will be assisting with youth programming and other needed services, such as maintaining the outside landscaping.
- WML is taking part in a Youth Summer Internship partnership with the Colorado Workforce Center. Jayden, who is 16 years old, began his duties on June 2, 2025, and will work through the first part of August, 2025. His 200 hours of work will be paid through the Workforce Center.
- Fieldprint brought in \$15.00 for the month of May, 2025 – and served five (5) appointments.
- In May, 2025, there were eight (8) new children registered for the Dolly Parton Imagination Library Colorado program, with a total of 474 little guys and girls receiving a free book each month.

Other Business:

On Friday, August 1, 2025, the Advisory Board will be attending a training from 9:30 a.m. – 12:30 p.m., in the Library Conference Room. During the training, the roles and duties of Advisory Board members will be explained.

Meeting was adjourned at 12:32 p.m.

Respectfully submitted,
Julie Worley – Secretary

Woodruff Memorial Library Quarterly Report April - June												
Circulation		Adult	Juvenile	Total for the months	Combined Circulation ytd	2025	2024	% Change	24-25	2019	% Change	25-19
		6407	7811	12956	-50.55%	4976	7034	-29.26%	8681	-42.68%	21637	-46.35%
						11383	14845	-23.32%	21637			
E-Content		Downloadable Media	Items downloaded	2635	4332	680	4176%	-39.17%	4467	-41.01%	17658	-97.76%
		Database Use	Sessions/searches	396	680	8147	-29.59%	-11.21%	34381	-97.34%	6738	-14.87%
		Downloadable ytd	Database ytd	913	821	114	150	-24.00%	158	-27.85%	285	-21.40%
Registration		All new cards	All registration ytd	224	278	959	1176	-18.45%	1405	-31.74%	2748	-17.94%
Reference		Requests for information	Reference transactions ytd	2255	2288	14661	15185	-3.45%	29757	-50.73%	55384	-55.66%
Door Count		Patrons visiting	Visits ytd	24558	29883	448	308	45.45%	1062	-57.82%	184.18%	-14.16%
		Items ordered	Items added to collection	886	851	449	284	58.10%	158	-57.82%	184.18%	-14.16%
		Items ordered	Items added to collection ytd	1704	1745	74	135	-45.19%	425	-82.59%	425	-82.59%
Interlibrary Loan		Requests taken	Requests filled	65	143	65	143	-54.55%	350	-81.43%	350	-81.43%
		Number loaned	change from swift to prospector 2021	0	0	0	100.00%	100.00%	307	-100.00%	307	-100.00%
		Requests taken ytd	Requests filled ytd	130	303	122	258	-52.71%	1032	-87.40%	808	-84.90%
		Number loaned ytd	Requests loaned ytd	0	0	0	100.00%	100.00%	673	-100.00%	673	-100.00%
Programming		Story time	4	4	4	5	0.00%	0.00%	5	-20.00%	5	-20.00%
		Attended	61	110	110	61	-44.55%	-44.55%	143	-57.34%	143	-57.34%
		Friday Fillers	3	4	4	3	-25.00%	-25.00%	5	-40.00%	5	-40.00%
		Attended	51	84	84	51	-39.29%	-39.29%	204	-75.00%	204	-75.00%
		Teen	5	5	5	5	0.00%	0.00%	5	0.00%	5	0.00%
		Attended	13	29	29	13	-55.17%	-55.17%	58	-77.59%	58	-77.59%
		Lego	4	4	4	4	0.00%	0.00%	7	-42.86%	7	-42.86%
		Attended	91	82	82	91	10.98%	10.98%	122	-25.41%	122	-25.41%
		Library visits	1	2	2	1	-50.00%	-50.00%	1	0.00%	1	0.00%
		Attended	14	44	44	14	-68.18%	-68.18%	16	-12.50%	16	-12.50%
		Special events	1	3	3	1	0.00%	0.00%	3	-66.67%	3	-66.67%
		Attended	220	1045	1045	220	0.00%	0.00%	492	-55.28%	492	-55.28%
		Outreach	12	15	15	12	-20.00%	-20.00%	12	0.00%	12	0.00%
		Attended	273	534	534	273	-48.88%	-48.88%	1231	-77.82%	1231	-77.82%
		Other Programming	11	12	12	11	100.00%	100.00%	13	-15.38%	13	-15.38%
		Attended	932	1043	1043	932	100.00%	100.00%	1257	-25.86%	1257	-25.86%
		Total Programs	41	49	49	41	-16.33%	-16.33%	51	-19.61%	51	-19.61%
		Total Attendance	1655	2971	2971	1655	-44.29%	-44.29%	3523	-53.02%	3523	-53.02%
Facilities Usage		Attended	117	121	121	117	-3.31%	-3.31%	146	-19.86%	146	-19.86%
		Total Uses ytd	204	183	183	204	11.48%	11.48%	333	-38.74%	333	-38.74%
		Total Attendance ytd	1841	1643	1643	1841	12.05%	12.05%	1908	-3.51%	1908	-3.51%
		Number of times used	2390	2501	2501	2390	-4.44%	-4.44%	10047	-76.21%	10047	-76.21%
Public Use		Number of times used	842.27	901.38	901.38	842.27	-6.56%	-6.56%	3755.25	-77.57%	3755.25	-77.57%
		Number of hours used ytd	4895	4848	4848	4895	0.97%	0.97%	20724	-76.38%	20724	-76.38%
		Number of hours used ytd	1712.98	1743.27	1743.27	1712.98	-1.74%	-1.74%	7279.9	-76.47%	7279.9	-76.47%