

# Dolores Library District

## June Board Meeting Agenda

Date: June 9, 2026

Time: 6:00 p.m.

### Agenda

1. Call to Order
  - Acknowledge and Record Members Present, Absent, and Guests
2. Agenda & Minutes
  - Agenda: Changes and Approval
  - Minutes: Changes and Approval
3. Correspondence and Communications
4. Public Comment
5. Financials
6. Reports
  - Learning Moment: Resource Sharing
  - Director's Report
  - Treasurer's Report
  - 70th Anniversary Committee Report
  - Strategic Plan Update: None
7. Unfinished Business
  - Review/Revise Conflict of Interest Policy
  - Review/Revise Ethics Policy
  - Review Draft Board Correspondence & Communication Policy
  - Appoint Trustee to Scope of Work Committee to fill vacancy
8. New Business
  - Discuss Appointment of New Trustee
  - Define the Statutory Roles, Responsibilities, and Fiduciary Authority of the Treasurer
  - Executive session to discuss the Library District Workplace Assessment and receive legal advice pertaining to same pursuant to C.R.S Sections.24-6-402(4)(b), and (f)(I)
9. Consider executive director employment Contract
10. Proposed Topics for Next Meeting: July 14, 2026
  - TBD
11. Adjourn at Time: TBD

## **Dolores Library District Special Board Meeting**

**May 1, 2026**

**Call to Order:** President Sandy Jumper called the meeting to order at 3:32 p.m.

**Board Members Present:** Correen Becher, Leah Burkett, Lee Hallberg, Belinda Platts, and Emily Wisner

**Board Members Absent:** None

**Director:** Sean Gantt

**Guests:** Community members Diana Donohue, Amy Beckman, Patricia Gibson, and Carol Westphal; staff members Chey Smith and Hannah Carloni; and reporters Anna Watson and L.P. McKay

**Approval of Agenda:** Sandy asked for changes to the agenda. Lee questioned the wording of the agenda item for the executive session. Sandy said the employee has requested that the discussion of the complaints be held in open session so there would be no executive session. Leah asked if the Board could overrule that, and Sandy explained why that could not happen. Sandy asked for a motion to approve the agenda. Belinda moved to approve the agenda as amended. Lee seconded, and the motion carried.

### **Emily's Request to Address Board Clarification, Oversight of the Executive Director and Workplace Assessment Input**

**Discussion:** Sandy had sent her response to Emily's request via email to all the Trustees that day so she gave time for the Trustees to read her response. She asked for questions or concerns and gave each Board member an opportunity to respond. Sean expressed concern that emails are being sent to the full board without going through him as previously agreed.

### **Executive Session to discuss complaints that have been received and shared with the Board pursuant to CRS 24-6-402(4)(f),**

**personnel matters:** Sandy had sent relevant documents to all Trustees regarding patron and staff complaints about the Director. Sandy said Sean has submitted a written request to have this portion of the meeting held in open session since he would not be included in the executive session. Emily asked Sean if he was sure he wanted possible personnel issues of his presented in open session. A discussion followed. Sandy encouraged the Board to be thoughtful on the kinds of things discussed.

Lee made a motion to limit the Executive Director's comments until after the Board had finished its discussion. Leah seconded. Upon a vote, five trustees voted yes, Belinda abstained.

Each Trustee was given an opportunity to express thoughts and concerns regarding the complaints. Sandy wants to set up steps to evaluate the Director's 2026 goals, perhaps with a workshop or another board meeting. Sean responded to some of the concerns expressed by the Trustees. He stated he has not been aware of some of the complaints until recently.

Sandy is encouraging all parties involved in the Workplace Assessment to complete honestly and forthrightly the surveys she will send out. She stressed that all responses would be anonymous.

**Next Steps:** Start working toward addressing the Director's goals. Sean asked if he is being placed on a performance improvement plan, and Belinda responded that the WPA needs to be completed first.

Emily made a motion to revisit the topic addressing the Director's goals and performance and holding a workshop once the WPA results are done. Belinda seconded. The motion carried.

**Adjourn:** The special meeting adjourned at 4:39 p.m.

## **Dolores Library District Board Meeting**

### **May 12, 2026**

**Call to Order:** President Sandy Jumper called the meeting to order at 6:01 p.m.

**Board Members Present:** Correen Becher, Leah Burkett, Lee Hallberg, and Emily Wisner

**Board Members Absent:** Belinda Platts

**Director:** Sean Gantt

**Guests:** Town of Dolores Liaison Derek Beckman, staff members Chey Smith and Hannah Carloni, KSJD reporter Gail Binkly, and community members Jeff Christenson, Shelley Curtis, Wendy Watkins, Deanna Truelsen, Val Truelsen, Diana Donohue, and Mark Lange

Before approving the agenda, Sandy read a statement to clarify a point of order from the May 1, 2026 Special Board Meeting. The statement said that the Director is not an ex-officio member of the Board as he stated in that meeting. Per the DLD bylaws and Colorado law, the Director is an employee hired by the Board, not a member of the Board.

**Approval of Agenda:** Emily moved to approve the agenda as presented and Leah seconded. The motion carried upon a vote.

**Approval of Minutes:** Included in the Board packet were the minutes from the Onboarding Session with New Trustees (April 6, 2026) and the regular Board meeting of April 14, 2026. Leah inquired about the minutes from the May 1, 2026 Special Board meeting. Sandy said those minutes would be included in the June Board packet. Sandy asked for a motion to approve both sets of minutes. Emily provided that motion which was seconded by Leah. The motion was carried.

**Correspondence and Communications:** Shelley Curtis presented herself as a potential Board member. She also included a resume of her qualifications to be on the Board. It was agreed to interview Shelley on Friday, May 22, 2026 at 6:00 pm. in the Quiet Room.

**Public Comment:** Jeff Christenson spoke about the newspaper article regarding the May 1st Special Board meeting. Val Truelsen thinks anonymous complaints should be rejected. Wendy Watkins also expressed similar thoughts about anonymous complaints. Shelley Curtis commented on the process of collecting the data of the community survey. Deanna Truelsen spoke on money being spent on attorney fees which could be spent on programming. Josh Maule presented a written comment regarding complaints and attorney fees.

**Financials:** Sandy introduced Leah as the Board's new Treasurer. Leah outlined her goals as Treasurer. Leah made a motion to approve the expense report as presented, and Lee seconded. Sandy asked for questions on the P&L. Lee made a motion to approve the P&L statement. Leah seconded, and the motion was carried.

#### **REPORTS**

**Learning Moments:** Included in the Board Packet was an article on "Marketing & Public Relations" from [Colorado Library Standards](#). There were no questions or comments from Board members on the article.

**Director's Report:** Sean highlighted programming events during April. He noted that Jillian and Hannah had attended the CLiC and Connect event in Durango on programming. Sean spoke on efforts to fix the heating issue in the staff office area. Program numbers continue to increase.

**Finance Committee:** Did not meet

**Workplace Assessment Committee Report:** Sandy summarized a meeting held on April 6th with the consultant. The consultant has all the survey responses and will compile them into a report which should take about 2 weeks. It's likely a special Board meeting will be held to discuss the results of the survey.

**40th Anniversary Committee Report:** Correen reported on the early organization of the event, which is to be held July 10, in the afternoon. The committee decided to emphasize the 70th anniversary of the Library, but will include the 40 years of the Library District.

**Strategic Plan Update: Collection & Circulation:** Sean reported he and Cheyenne are weeding the anthropology and archaeology section of the nonfiction area. Diana Donohue will take the weeded items to an organization that may be able to use them.

#### **UNFINISHED BUSINESS**

**Review/Revise Conflict of Interest and Ethics Policies:** After a discussion, it was agreed to table discussion of these two policies. Emily made a motion to table the Ethics and Conflict of Interest Policies. Leah seconded, and the motion was carried.

**Review/Revise Employee Handbook:** This redlined document was just recently sent to Trustees, so Sandy asked members to study it then submit suggested changes to her. Leah suggested changing PTO to vacation/sick leave. Emily asked about accruing and spending PTO in the current handbook.

**Review Draft of Board Correspondence and Communication Policy:** Emily commented on the restrictiveness of the draft policy, so she compiled a sample policy she gleaned from other libraries. Leah suggested developing a more streamlined policy. Sean said communication and correspondence is typically handled in the bylaws. Leah asked about Sean being responsible for sending Board communications to all Trustees. This issue could be addressed in the new policy.

#### **NEW BUSINESS**

**Summer Reading Program Update:** Hannah presented her plans for kicking off SRP on the last day of school (May 21st) and touched on each week's activities, the reading challenge, and other events that will be held throughout the summer. July 31st will be the last day of the program. The plans for SRP sound awesome!

A lengthy discussion evolved regarding paying employees for their prep time if they need to work outside of scheduled hours to present programming. Lee made a motion to allow employees to work outside of scheduled work hours for set up, delivery, and clean up of programs. After further discussion, Lee amended his motion to all work schedules are set by the Executive Director and employees may be assigned to a work schedule outside of regular work hours due to program set up, delivery, and clean up and to be compensated to account for this, effective immediately. Emily seconded, and the motion passed.

**Discuss Program Funding:** A discussion developed regarding how contributions (grants or donations) to the Library are deposited, whether into Dolores Public Library Fund Foundation or into the general account of the Library. Some contributions are considered designated, while others are undesignated. Sean asked about how putting contributions into specific line items will affect the budget process. He has concerns about whether contributions would be "budget relieving or budget expanding." Emily would like to see funds in the donation box be put directly to programming. Lee will get a sample of a donation form which a contributor can designate where they want the funds to go. The District's CPA will be consulted regarding this matter.

**Discuss Treasurer's Authorities and Permissions:** Leah is requesting "read-only" access to QuickBooks as part of her duties as Treasurer. Emily made a motion to allow Leah "read-only" access to QuickBooks. Lee seconded on the condition that the bylaws be changed to reflect that. After further discussion, Emily withdrew the motion because Sandy said the attorney told her that portion of the Treasurer's duties is implied in the bylaws. The Board gave Sean permission to allow Leah to have "read-only" access to the District's QuickBooks account. It was agreed that Leah should also have access to "view only" bank statements. There was also a discussion about adding Correen as a signatory to the bank account as the President's designee.

#### **Proposed Topics for Next Meeting: June 9, 2026 at 6:00 p.m.:**

- Review Bylaws
- Review/Revise Conflict of Interest and Ethics Policies
- Review/Revise Employee Handbook
- Review Correspondence & Communication Policy

A Special Board Meeting may be held to go over the Workplace Assessment Results

**Adjourn:** Sandy adjourned the meeting at 8:10 p.m.

**Dolores Library District**  
**Special Meeting to Interview Board Candidate**  
**May 22, 2026**

**Call to Order:** President Sandy Jumper called the meeting to order at 6:00 p.m.

**Board Members Present:** Correen Becher, Lee Hallberg, Belinda Platts, and Emily Wisner

**Board Members Absent:** Leah Burkett

**Director:** Sean Gantt

**Guests:** Shelley Curtis, potential Board Trustee, and Cheyenne Baber, staff member

**NEW BUSINESS**

**Interview Board Candidate, Shelley Curtis:** Sandy distributed a prepared set of interview questions to each Board member. Starting on one side of the table, each Trustee asked Shelley a question. Each Trustee recorded Shelley's answers, and a couple follow-up questions were allowed.

Sandy explained to Shelley the process the District has to approve new Board members, and that it could be a month or two before the process was complete. The Board members present thanked Shelley for coming.

Once Shelley left, Sandy informed the Board that she had received an email from another potential candidate. She asked if the Board would like to arrange an interview with that person, and the Board agreed. Sandy asked for the District's announcement looking for a new Board member to be taken off the website, which Sean said he would do.

**Adjourn:** The meeting adjourned at 6:20 p.m.

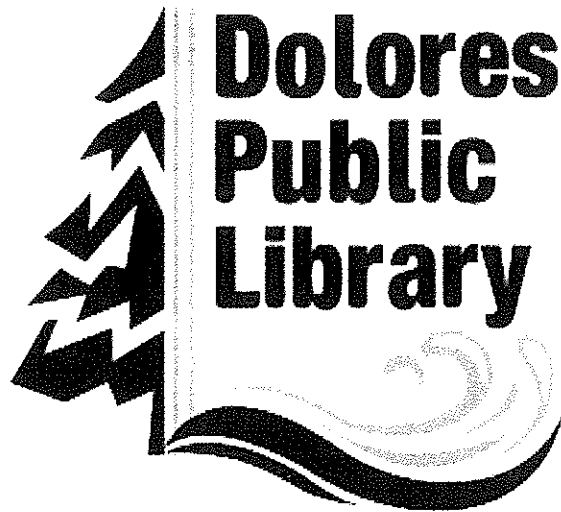
Prepared by Correen Becher, Secretary

New form submission assigned to you: Sandy Jumper

From: Streamline (noreply@specialdistrict.org)

To: skjumper@aol.com

Date: Wednesday, May 6, 2026 at 10:36 AM MDT



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## Sandy Jumper

**Name:** Van Sheets

**Contact Info:** van.sheets@gmail.com

**Message:** I am disappointed to read about apparent friction between some board members and the Library Director, even though I take newspaper stories with a grain of salt. I write to state my impressions as a longtime friend of the Library. Background: Our family has owned property in the area for about 50 years and has spent the past 25 summers in Dolores. I have spent hours in the library several times every week of the past six summers, have introduced over 20 new patrons to the library, and my wife and I have contributed generously to the Onward Fund. I consider each member of the staff as a friend. Every workplace has some internal friction, and I am aware of conflict between a former staff member and Sean Gantt several years ago, but in hundreds of

hours in the library since the current staff has been in place, I have never seen discord among them. Disagreements are inevitable when talented people work together, so the apparent harmony is a credit not only to their professional demeanors, but also to the substance of their relationships. Incidentally, I have managed thousands of employees and seen every imaginable workplace problem, which means both that I expect imperfections and I am more observant than the average library patron. Sean has brought the Library and Dolores energy, public-spiritedness, and high expectations of himself and the staff. He and the whole team have made a welcoming and productive environment for Library patrons, outstanding creative programming for the community, and overall, an institution that any town would love to have. I urge you to seek common ground that preserves the Library's momentum and the professional growth of each member of the staff. Thank you for considering my comments.

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TO: Sandy Jumper, President, Dolores Public Library Board  
FROM: Allan S. Burnside, MD, Retired  
RE: Dr. Sean Gantz, Director, Dolores Public Library  
DATE: MAY 25, 2026

Congratulations for having Sean Gantz, PhD., as Director of the Dolores Library. Directors of his caliber and education are difficult to locate and generally find employment in large Library Districts for considerably higher salaries. Fortunately for us in Dolores, Dr. Gantz is an outdoorsman and finds unending adventures in this area.

His expertise in Library Science aside, Sean is a gifted administrator. He is well read and has command of the issues at hand. He has taken the time to get to know the “building blocks” of Dolores Town and Montezuma County. Dr. Gantz is connected with all the local non-profit organizations, businesses, political actors and ongoing projects. He obtains grants and is serious about maintaining a budget. He is able to see both sides of an issue and have meaningful, intelligent conversations. Sean is able to resolve conflicts within an organization, and oversee employees. Sean is fair minded and understanding. He treats everyone with respect and dignity, and is exceptional with special populations. He doesn't tolerate cruelty or foolishness in a business setting.

How is it that I know so much about Dr. Sean Gantz? He's a Rotarian, member of the Dolores Rotary Club (the only service organization in Dolores), and serves as our current President. “Service Above Self” is our motto and we live by the 4 Way Test – Of all the things we think, say or do – First: Is it the Truth? Second: Is it Fair to all concerned? Third: Will it build Goodwill and Better Friendships? Fourth: Will it be Beneficial to all concerned? His integrity is beyond reproach and I have to question the motive of anyone who would anonymously complain about him. We have lost talented individuals to small town politics. As President of the Board it is your duty to not allow “the tail to wag the dog”.

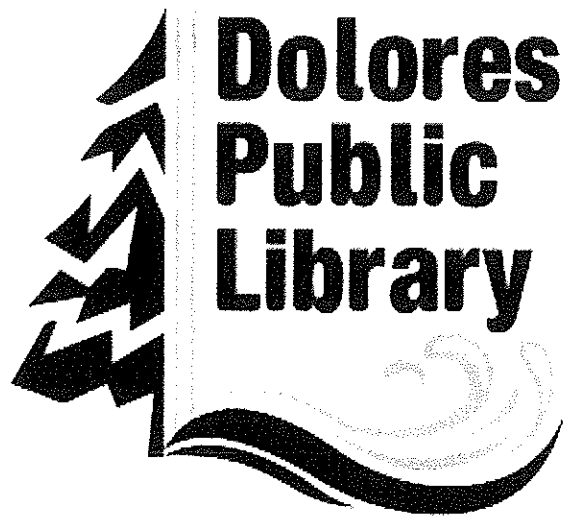
Thank you for your time.

New form submission assigned to you: Sandy Jumper

From: Streamline (noreply@specialdistrict.org)

To: skjumper@aol.com

Date: Tuesday, June 2, 2026 at 07:03 PM MDT



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## Sandy Jumper

**Name:** Jan Shepard

**Contact Info:**



**Message:** I came to Dolores in 1982 and worked one day a week at the library when it was in the Town Hall building.. Our library is such an integral part of our community and we all want to see it thrive. Last week I was in the library getting some assistance from one lady workers, They all are such an asset to the library. You can tell they love books and want to promote foster the love of reading to young & old. I only wish that the man that works there could have half as much interest & enthusiasm in the library patrons. He has never spoken to me. He looks right through me. I look forward to going into the library and

seeing that he's not there it creates a much more congenial atmosphere. Thank you for listening & being on the board.

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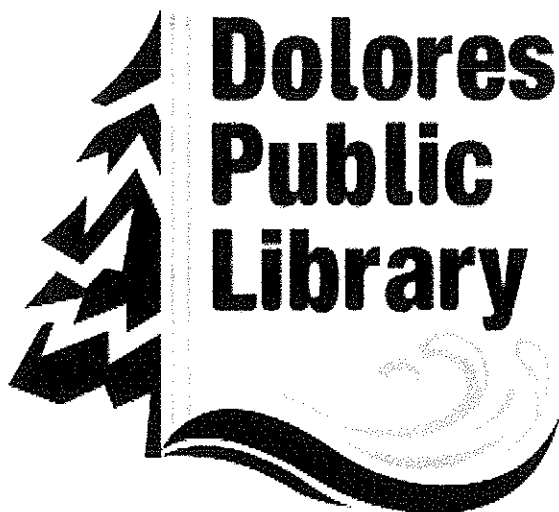
2/26/2011 1:44:45 PM

New form submission assigned to you: Sandy Jumper

From: Streamline (noreply@specialdistrict.org)

To: skjumper@aol.com

Date: Tuesday, May 19, 2026 at 11:05 AM MDT



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## Sandy Jumper

**Name:** Sandra Pyle

**Contact Info:**



**Message:** Today You said: I am writing to commend Sean for a job well done. I am a volunteer at the library and I find him to be knowledgeable and a good manager. He also facilitates an exercise class I attend. I was dismayed to hear he was having difficulty with the board. WordDraftingAgent said: Copilot I drafted your note into a polished commendation letter and corrected the spelling and grammar throughout. What I changed Corrected errors like "volunteer," "knowledgeable," and "facilitates." Reworded the message to sound more professional and supportive Kept your main points: Sean is knowledgeable He is a good manager He leads an exercise class You were concerned to hear about his difficulties with the board Possible

next steps Add your name and contact information Tailor the tone to be more formal or more personal Address it to a specific person or board if you'd like If you want, I can also help you turn this into a stronger formal recommendation letter. Add my name and contact info Make it more formal Address it to the board Edit Sandra Pyle. I am writing to commend Sean for a job well done. As a volunteer at the library, I have found him to be knowledgeable, supportive, and an effective manager. He also facilitates an exercise class that I attend, where he demonstrates the same professionalism, encouragement, and commitment to the community. I was dismayed to hear that he has been experiencing difficulties with the board. Based on my experience working with him, I believe Sean is a dedicated and capable leader who serves others with integrity and care. I hope my perspective is helpful as you consider his many contributions. Sincerely, Sandra Pyle

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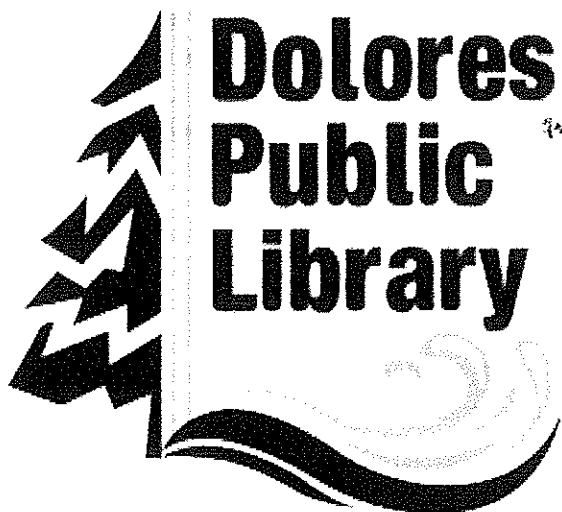
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New form submission assigned to you: Sandy Jumper

From: Streamline (noreply@specialdistrict.org)

To: skjumper@aol.com

Date: Tuesday, May 26, 2026 at 01:48 PM MDT



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## Sandy Jumper

**Name:** Shannon Jones

**Contact Info:**



**Message:** I want to be diplomatic. Yet, please, whatever is going on regarding Sean, PLEASE STOP. He is a professional, highly educated in library science & always willing to learn & do more for the library, the many citizens of our community & the community itself. He is an excellent library director & an important, valuable member of our community. I've spent my life in libraries. We are so fortunate to have him in our community. He's assembled an excellent staff & faces each change with heartfelt, genuine sincerity. The activities are so important at our library & Sean has developed so many of them or facilitated & allowed his staff to share their talents & passions. He delegates to his staff which is an art when the team is composed of so many talented

librarians. I've volunteered with Sean for years pulling weeds in the garden & each year I fall down & can't show up & each year he welcomes me back. Fortunately this year he found Roy. Sean is excellent at getting me set up with needed tools then always jumps in when I have a question. & actually works with me. He's not ever moody or unkind. This in itself is a shining light in our world. The chi gong program is outstanding & this year all of us oldsters are walking the river path to the bridge afterwards. If ur not old, it might not be possible to comprehend how important this exercise is especially to those of us who are older plus the fellowship is essential. The library itself is HEAVEN. Sean & the staff cannot possibly be more helpful, organized & efficient. The library is calm & literally a haven for all of us. All ages are welcomed, we interact .... Sean's leadership is exemplary in bringing so many people together to learn. Please, whatever or where ever this controversy has originated please, STOP. It's impossible to articulate how upset I am & many people are. Sincerely, Shannon Jones 

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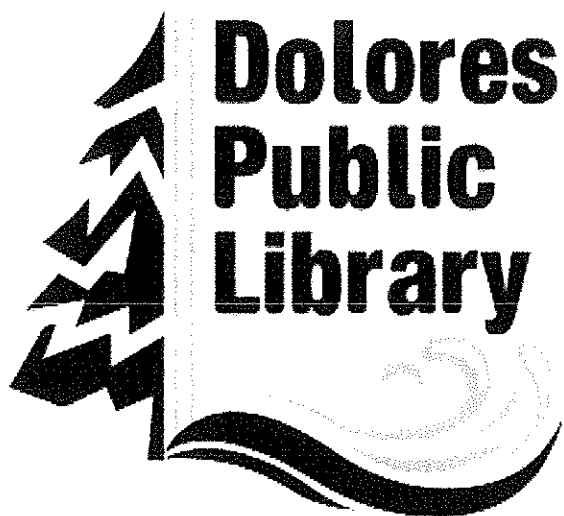
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New form submission assigned to you: Sandy Jumper

From: Streamline (noreply@specialdistrict.org)

To: skjumper@aol.com

Date: Monday, May 18, 2026 at 02:24 PM MDT



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## Sandy Jumper

**Name:** David Sanford

**Contact Info:**



**Message:**

I don't live in the library district, but my wife Ann and I supported the building of the library and visit it from time to time. We recognize it as a very well run asset to the community of Dolores and its location close to the school is very important. I visit the library at least once a week to attend Rotary. People who complain that there is nothing to do in Dolores should take a look at the library bulletin board. It is filled to overflowing with posters announcing things to attend, and many of them are at the library. I believe much of the good things happening at the library are a result of the good management by Director Sean.

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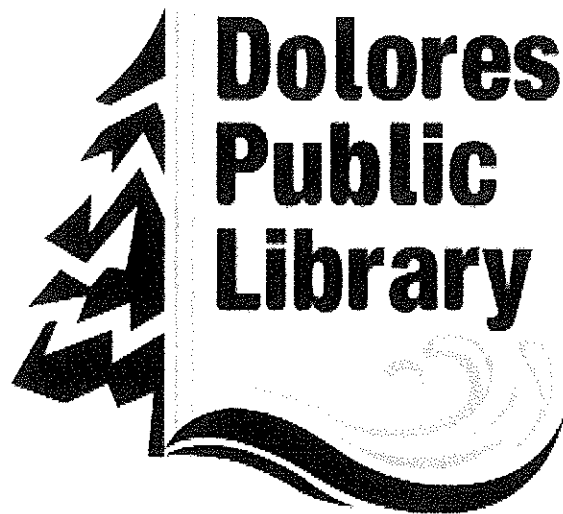
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New form submission assigned to you: Sandy Jumper

From: Streamline (noreply@specialdistrict.org)

To: skjumper@aol.com

Date: Monday, May 18, 2026 at 09:55 AM MDT



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## Sandy Jumper

**Name:** Andy Parks

**Contact Info:**

[REDACTED]

**Message:**

I have really enjoyed the community focus of the Dolores Library. I have rarely used the library outside of being a student but after attending a handful of the classes offered in Dolores I was thrilled to see they offer so much more than "just books."

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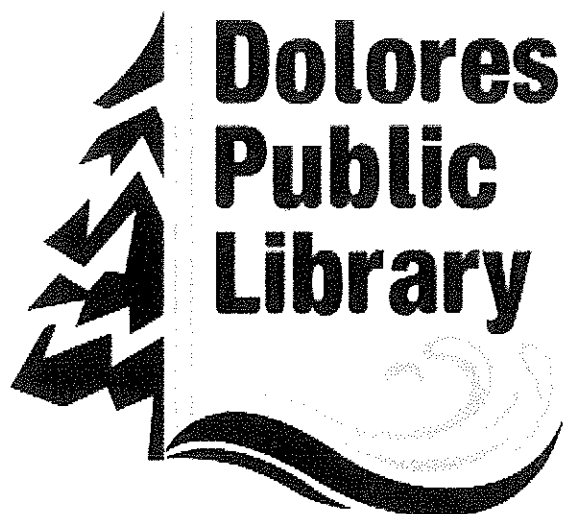


New form submission assigned to you: Sandy Jumper

From: Streamline (noreply@specialdistrict.org)

To: skjumper@aol.com

Date: Tuesday, June 2, 2026 at 02:04 PM MDT



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Sandy Jumper

**Name:**

**Contact  
Info:**

**Message:**

Hello. I saw that there was a recent article about the library board. I don't know what's going on with the board, but my experience with the staff has been great. Whenever I have talked with the people at the front desk (sometimes a young lady, sometimes a young man) they have been super friendly and helpful with finding books, printing, etc.

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**DOLORES PUBLIC LIBRARY**  
Expenses May 2026

Bills:

Name	Date	Check #	Account	Description	Split Amount	Total Amount
Amazon	5/22/2026	14303	5031-Youth Programs	youth program supplies	\$ 116.67	
			5032-Adult Programs	adult program supplies	\$ 91.25	
			5017-DVDs	DVDs	\$ 94.90	
			5300-Supplies	office supplies	\$ 143.60	
			5000-Books	books	\$ 70.00	\$ 516.42
Atmos Energy	5/6/2025	ACH	5500-Utilities	Natural Gas		\$ 164.57
Ballantine Communications	5/22/2026	14304	5020-Periodicals	annual sub		\$ 68.00
Bankcard Center - SG	5/15/2026	ACH	5210-Dues & Fees	QuickBooks & Direct Deposit	\$ 204.00	
			5260-Travel/Meals/Mileage/Meetings	CLiC & Connect reg	\$ 60.00	\$ 264.00
Colorado Library Consortium	5/22/2026	14305	5110-Databases	ebsco package annual sub		\$ 811.00
Colorado Library Consortium	5/22/2026	14320	5210-Dues & Fees	envisionware pc reservation annual renewal		\$ 295.00
Comfort Air	5/22/2026	14306	5290-Repairs & Maintenance	hvac service		\$ 443.56
Empire Electric	5/6/2026	ACH	5500-Utilities	Electricity		\$ 483.86
FastTrack Communications	5/22/2026	14307	5620-Internet	Internet		\$ 131.40
Hannah Carloni	5/22/2026	14308	5260-Travel/Meals/Mileage/Meetings	CLiC & Connect mileage		\$ 26.83
Ingram Book Company	5/22/2026	14309	5611-State Grant Expenses	Books for the collection		\$ 102.57
Jillian Rash	5/22/2026	14310	5260-Travel/Meals/Mileage/Meetings	CLiC & Connect mileage	\$ 53.65	
			5032-Adult Programs	adult program supplies	\$ 70.46	\$ 124.11
Kimberly Daves	5/11/2026	DD	5295-Janitorial	Cleaning		\$ 315.00
Kimberly Daves	5/25/2026	DD	5295-Janitorial	Cleaning		\$ 315.00
MicroMarketing	5/22/2026	14311	5611-State Grant Expenses	Books for state grant		\$ 101.55
The Nation	5/22/2026	14312	5020-Periodicals	reduced annual sub		\$ 10.00
NetForce P.C, Inc	5/22/2026	14313	5120-Technical Support & Maintenance	IT Management (monthly)	\$ 966.75	
			5530-Telephone	monthly VOIP phone service	\$ 122.00	\$ 1,088.75
The New Yorker	5/22/2026	14314	5020-Periodicals	annual sub		\$ 216.08
Office Depot	5/22/2026	14315	5300-Supplies	paper		\$ 159.96
PEAC Solutions	5/22/2026	14316	5520-Copier Lease/Use	Xerox Lease/Use		\$ 468.67
Sean Gantt	5/22/2026	14317	5260-Travel/Meals/Mileage/Meetings	Mileage reimbursements		\$ 217.53
Seter, Vander Wall, & Mielke, F	5/22/2026	14318	5612-Onward Grant Expenses	legal services		\$ 6,751.50
Time	5/22/2026	14319	5020-Periodicals	annual sub		\$ 72.00
Town of Dolores	5/18/2026	ACH	5500-Utilities	Water & Sewer		\$ 88.45
Waste Management	5/26/2026	ACH	5500-Utilities	Trash service		\$ 232.34
				<b>Bills Sub Total</b>		<b>\$13,468.15</b>

Payroll:

Name	Date	Check #	Account	Description	Split Amount	Total Amount
Quickbooks Payroll			5800-Salaries & Wages			\$ 18,684.11
Payroll Taxes			5810-Payroll Taxes			\$ 1,542.95
Fidelity			5820-Benefits			\$ 469.40
				<b>Payroll Sub Total:</b>		<b>\$ 20,696.46</b>

**Grand Total: \$34,164.61**



# Dolores Public Library

FY26 P&L

January - May, 2026

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
<b>Income</b>				
4000-Property Taxes	247,362.87	369,238.00	121,875.13	66.99 %
4010-S.O. Taxes	13,754.22	25,000.00	11,245.78	55.02 %
4130-Donations	3,641.30	10,000.00	6,358.70	36.41 %
4190-Miscellaneous		500.00	500.00	
4200-Grants		5,000.00	5,000.00	
4212-Onward Grant Income	26,064.00		(26,064.00)	
<b>Total 4200-Grants</b>	<b>26,064.00</b>	<b>5,000.00</b>	<b>(21,064.00)</b>	<b>521.28 %</b>
4300-Interest	6,874.70	15,000.00	8,125.30	45.83 %
<b>Total Income</b>	<b>\$297,697.09</b>	<b>\$424,738.00</b>	<b>\$127,040.91</b>	<b>70.09 %</b>
<b>GROSS PROFIT</b>	<b>\$297,697.09</b>	<b>\$424,738.00</b>	<b>\$127,040.91</b>	<b>70.09 %</b>
<b>Expenses</b>				
5000-Books	246.85	5,000.00	4,753.15	4.94 %
5010-Electronic Materials	2,000.00	5,000.00	3,000.00	40.00 %
5017-DVD	581.15		(581.15)	
<b>Total 5010-Electronic Materials</b>	<b>2,581.15</b>	<b>5,000.00</b>	<b>2,418.85</b>	<b>51.62 %</b>
5020-Periodicals	471.08	800.00	328.92	58.89 %
<b>5030-Programs</b>				
5031-Youth Programs	1,056.25	3,000.00	1,943.75	35.21 %
5032-Adult Programs	313.88	3,000.00	2,686.12	10.46 %
<b>Total 5030-Programs</b>	<b>1,370.13</b>	<b>6,000.00</b>	<b>4,629.87</b>	<b>22.84 %</b>
5100-ILL Catalog	2,180.00	2,500.00	320.00	87.20 %
5110-Databases	811.00	1,000.00	189.00	81.10 %
5120-IT Services & Support	6,121.25	15,000.00	8,878.75	40.81 %
5121-Website	1,698.00	1,800.00	102.00	94.33 %
<b>Total 5120-IT Services &amp; Support</b>	<b>7,819.25</b>	<b>16,800.00</b>	<b>8,980.75</b>	<b>46.54 %</b>
5125-Computers		4,000.00	4,000.00	
5200-Continuing Education	25.00	1,000.00	975.00	2.50 %
5210-Dues and Fees	1,636.61	4,500.00	2,863.39	36.37 %
5230-Insurance	15,580.00	15,000.00	(580.00)	103.87 %
5260-Travel/Mileage/Meals	471.71	5,000.00	4,528.29	9.43 %
5270-Courier		3,200.00	3,200.00	
5275-Postage		400.00	400.00	
5280-Professional Fees	1,250.00	1,500.00	250.00	83.33 %
5290-Repairs & Maintenance	4,909.65	6,000.00	1,090.35	81.83 %
5295-Janitorial	3,122.28	7,500.00	4,377.72	41.63 %
5296-Snow Removal	125.00	3,000.00	2,875.00	4.17 %
<b>Total 5290-Repairs &amp; Maintenance</b>	<b>8,156.93</b>	<b>16,500.00</b>	<b>8,343.07</b>	<b>49.44 %</b>
5300-Supplies	928.06	5,000.00	4,071.94	18.56 %
5310-Marketing		400.00	400.00	



# Dolores Public Library

FY26 P&L

January - May, 2026

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
5500-Utilities	4,628.97	16,000.00	11,371.03	28.93 %
5520-Copier Lease	2,355.98	6,000.00	3,644.02	39.27 %
5530-Telephone	612.20	2,500.00	1,887.80	24.49 %
5600-Treasurer's Fee	4,940.54	8,000.00	3,059.46	61.76 %
5610-Grant Expenses		5,000.00	5,000.00	
5611-State Grant Expenses	3,392.75		(3,392.75)	
5612-Onward Grant Expenses	20,653.00		(20,653.00)	
<b>Total 5610-Grant Expenses</b>	<b>24,045.75</b>	<b>5,000.00</b>	<b>(19,045.75)</b>	<b>480.92 %</b>
5620-Internet	657.00	1,700.00	1,043.00	38.65 %
5700-Equipment		5,000.00	5,000.00	
5800-Payroll Expenses	103,726.65	261,096.00	157,369.35	39.73 %
5810-Payroll Taxes	8,621.60	19,974.00	11,352.40	43.16 %
5820-Benefits	1,620.77	9,008.00	7,387.23	17.99 %
<b>Total 5800-Payroll Expenses</b>	<b>113,969.02</b>	<b>290,078.00</b>	<b>176,108.98</b>	<b>39.29 %</b>
5900-Miscellaneous	84.37	500.00	415.63	16.87 %
5950-Other Projects		5,000.00	5,000.00	
<b>Total Expenses</b>	<b>\$194,821.60</b>	<b>\$433,378.00</b>	<b>\$238,556.40</b>	<b>44.95 %</b>
<b>NET OPERATING INCOME</b>	<b>\$102,875.49</b>	<b>\$ (8,640.00)</b>	<b>\$ (111,515.49)</b>	<b>(1,190.69 %)</b>
<b>NET INCOME</b>	<b>\$102,875.49</b>	<b>\$ (8,640.00)</b>	<b>\$ (111,515.49)</b>	<b>(1,190.69 %)</b>



# DOLORES PUBLIC LIBRARY

Balance Sheet  
As of May 31, 2026

	TOTAL			
	AS OF MAY 31, 2026	AS OF APR 30, 2026 (PP)	CHANGE	% CHANGE
<b>ASSETS</b>				
Current Assets				
Bank Accounts				
1000-Bank Regular Checking	(17,397.88)	4,908.88	(22,306.76)	(454.42 %)
1010-Bank Hi-Fi	180,535.94	81,389.67	99,146.27	121.82 %
1070-DPL CDs				
1085-DSB-CD#31; Contingency	177,351.56	177,351.56	0.00	0.00 %
<b>Total 1070-DPL CDs</b>	<b>177,351.56</b>	<b>177,351.56</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Total Bank Accounts</b>	<b>\$340,489.62</b>	<b>\$263,650.11</b>	<b>\$76,839.51</b>	<b>29.14 %</b>
Other Current Assets				
1090-Investment Account				
1091-Colo Trust #2343	270,242.98	270,242.98	0.00	0.00 %
1092-Colo Trust #2373	135,921.57	135,921.57	0.00	0.00 %
<b>Total 1090-Investment Account</b>	<b>406,164.55</b>	<b>406,164.55</b>	<b>0.00</b>	<b>0.00 %</b>
1100-Petty Cash	1,213.30	863.30	350.00	40.54 %
1200-Change Cash	100.00	100.00	0.00	0.00 %
1510-Cash w/County Treasurer	2,519.85	2,519.85	0.00	0.00 %
1515-Property Tax Receivable	369,238.00	369,238.00	0.00	0.00 %
1525-Grants receivable	0.00	0.00	0.00	
Payroll Refunds	0.00	0.00	0.00	
QuickBooks Tax Holding Account	0.00	0.00	0.00	
Uncategorized Asset	0.00	0.00	0.00	
<b>Total Other Current Assets</b>	<b>\$779,235.70</b>	<b>\$778,885.70</b>	<b>\$350.00</b>	<b>0.04 %</b>
<b>Total Current Assets</b>	<b>\$1,119,725.32</b>	<b>\$1,042,535.81</b>	<b>\$77,189.51</b>	<b>7.40 %</b>
Fixed Assets				
1500-Building	0.00	0.00	0.00	
1510-Computers and Equipment	0.00	0.00	0.00	
1520-Collection	0.00	0.00	0.00	
1530-Furniture and Fixtures	0.00	0.00	0.00	
1551-Accumulated Depreciation	0.00	0.00	0.00	
Land	0.00	0.00	0.00	
<b>Total Fixed Assets</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00 %</b>
<b>TOTAL ASSETS</b>	<b>\$1,119,725.32</b>	<b>\$1,042,535.81</b>	<b>\$77,189.51</b>	<b>7.40 %</b>



# DOLORES PUBLIC LIBRARY

Balance Sheet  
As of May 31, 2026

	TOTAL			
	AS OF MAY 31, 2026	AS OF APR 30, 2026 (PP)	CHANGE	% CHANGE
<b>LIABILITIES AND EQUITY</b>				
Liabilities				
Current Liabilities				
Accounts Payable				
2050-Accounts Payable	0.00	0.00	0.00	
<b>Total Accounts Payable</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
Other Current Liabilities				
2005-Deferred Revenue	369,238.00	369,238.00	0.00	0.00 %
2020-Payroll Liabilities	5,808.59	4,484.68	1,323.91	29.52 %
Direct Deposit Liabilities	0.00	0.00	0.00	
Direct Deposit Payable	0.00	0.00	0.00	
Payroll Liabilities	0.00	0.00	0.00	
CO Income Tax	0.00	0.00	0.00	
CO Paid Family and Medical Leave	238.44	156.24	82.20	52.61 %
Federal Taxes (941/944)	0.00	0.00	0.00	
Federal Unemployment (940)	0.00	0.00	0.00	
Simple IRA Emp.	0.00	0.00	0.00	
<b>Total Payroll Liabilities</b>	<b>238.44</b>	<b>156.24</b>	<b>82.20</b>	<b>52.61 %</b>
<b>Total Other Current Liabilities</b>	<b>\$375,285.03</b>	<b>\$373,878.92</b>	<b>\$1,406.11</b>	<b>0.38 %</b>
<b>Total Current Liabilities</b>	<b>\$375,285.03</b>	<b>\$373,878.92</b>	<b>\$1,406.11</b>	<b>0.38 %</b>
<b>Total Liabilities</b>	<b>\$375,285.03</b>	<b>\$373,878.92</b>	<b>\$1,406.11</b>	<b>0.38 %</b>
Equity				
3000-Opening Bal Equity	0.00	0.00	0.00	
3100-Fund Balance - Unreserved	641,564.80	641,564.80	0.00	0.00 %
Net Income	102,875.49	27,092.09	75,783.40	279.73 %
<b>Total Equity</b>	<b>\$744,440.29</b>	<b>\$668,656.89</b>	<b>\$75,783.40</b>	<b>11.33 %</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,119,725.32</b>	<b>\$1,042,535.81</b>	<b>\$77,189.51</b>	<b>7.40 %</b>

## RESOURCE SHARING

### OUTCOME

*Community members are aware of and benefit from greater access to library resources beyond what they have locally. Libraries gain efficiencies and cost-savings through shared and collaborative library services.*

### OVERVIEW

Colorado's long and rich history of resource sharing has made library services more robust, well-used, and equitable in every region of the state. Library leaders continue to recognize that all libraries are stronger when they work together.

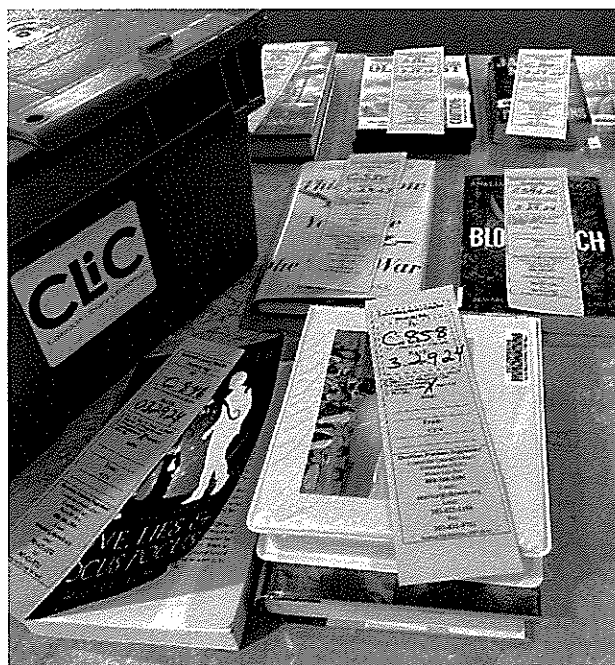
Libraries collaborate through statewide, regional, and other consortia services to share materials and other resources. Through shared integrated library systems, interlibrary loan, and a statewide courier service, among other services, library users enjoy seamless access to more materials than are available locally. Along with providing access and expanding local collections, these networked systems also focus on efficiency and cost saving for local libraries.

In addition, when libraries use cooperative purchasing agreements to procure materials, resources, and services, the cost savings allows local tax dollars to go farther.

Another hallmark of Colorado's library network is the Colorado Libraries Collaborate (CLC) reciprocal borrowing program. Cardholders from every public library may engage with any other public library (and major school districts, academic libraries, and several special libraries

and cultural heritage organizations) to enjoy library services throughout the state.

Sharing goes beyond physical resources to expertise. With a commitment to collaboration, Colorado libraries freely share practices, gain ideas, and strengthen libraries in every region of the state.



48: Penrose Community Library courier items.

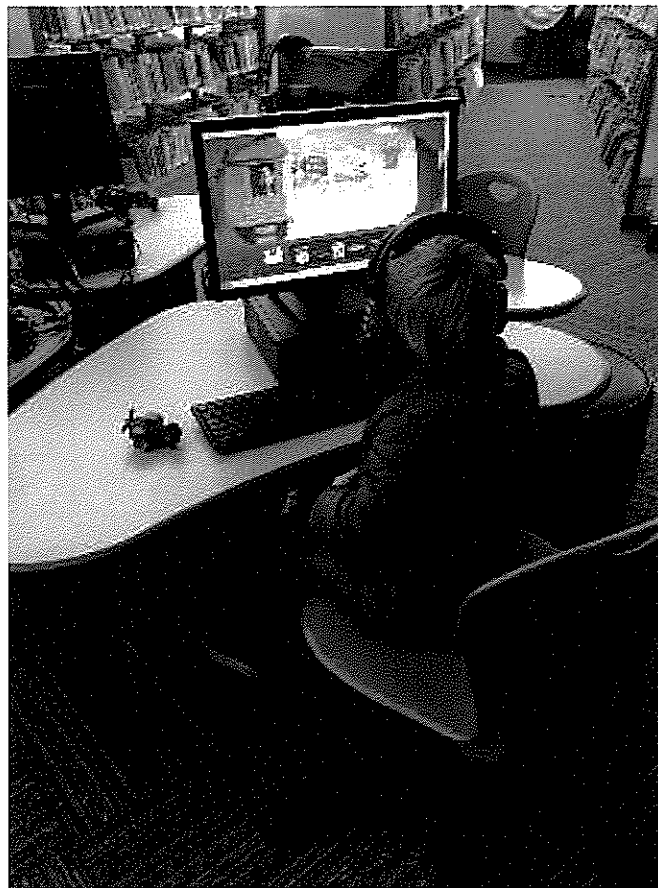
RESOURCE SHARING ESSENTIALS  
CHECKLIST FOR ALL PUBLIC LIBRARIES

- Participate in free regional and/or statewide resource sharing programs, at least as a borrowing library, and actively promote these programs to library users.
- Participate in and promote the Colorado Libraries Collaborate program, offering reciprocal borrowing to cardholders of other Colorado libraries.
- Make it easy for library users to explore and request materials from the local library and other libraries. Automate the library collection with online access for community members.
- Lend freely to other libraries within the constraints of local capacity.
- Participate in the Colorado Library Consortium's statewide courier service either directly or via a community stop.
- Take advantage of cooperative purchasing agreements as appropriate to save time and money while providing more options for library users.
- In collaboration with a consortium, share access to databases or electronic collections in compliance with licensing agreements.
- Join regional meetings, professional development opportunities, and online and state-level discussions to share, contribute, and learn.
- Practice timely holds management to ensure requested materials are promptly transferred to their areas of origin or need, including checking transit status.
- Add resource sharing cost savings and other benefits to the library's reports, at least quarterly, to the board and/or other governing body, and to the annual report.

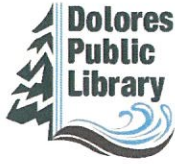
RESOURCE SHARING ESSENTIALS +  
CHECKLIST FOR LARGER LIBRARIES

- Contribute resources and/or staff to support Colorado's resource-sharing programs.
- Balance borrowing and lending services when implementing resource sharing with other libraries.
- Offer community members the option to initiate their own library materials requests, including from other libraries.
- Use a request and delivery system for added access and options for those in the community. Adopt and implement the Colorado Interlibrary Loan Best Practices.
- Provide access to databases or electronic collections in compliance with licensing agreements.

- ❑ Participate in the statewide courier service as a community stop to support smaller and remote libraries.
- ❑ Participate in a shared bibliographic database, when appropriate, regardless of the automation system used.
- ❑ Provide opportunities for staff to share their expertise with other libraries, such as through mentoring, library tours, loaning staff to other libraries for special projects, etc.
- ❑ Encourage library staff to join collaborative groups of people who have similar jobs in other libraries.
- ❑ Analyze use of collaborative services to determine cost savings, use changes, and other data that can inform future management decisions.
- ❑ Report regularly to boards of trustees and the public on reciprocal borrowing activities and cost savings.
- ❑ Collaborate with local school(s) to offer public library cards for student access to e-resources and other public library materials.
- ❑ Develop and/or provide access to Open Educational Resources to expand educational support to library users and particularly students.



49: A child at a computer station.



**BOARD OF TRUSTEES AND LIBRARY EMPLOYEE CONFLICT OF INTEREST POLICY**

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No Board member or committee member of the Dolores ~~Public~~ Library District shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation on the Board. ~~However, Board members may be reimbursed for travelling and necessary subsistence expenses actually incurred in fulfillment of their Board duties. Each Board member shall disclose to the Board any personal, financial interest which he or she may have in any matter pending before the Board and shall refrain from participation in any decision on such matter, unless otherwise authorized to act pursuant to Colorado Law.~~

Other than compensation for work performed, no employee shall derive any personal profit or gain, directly or indirectly, by reason of his or her employment by the Dolores ~~Public~~ Library District except through activities that may facilitate professional advancement or contribute to the profession such as publications and professional service and which have been fully disclosed to the ~~Executive Director~~Board.

~~Each individual shall disclose to the Board any personal interest which he or she may have in any matter pending before the Board and shall refrain from participation in any decision on such matter.~~

Members of the Dolores ~~Public~~ Library District ~~B~~board, committees, and staff shall ~~refrain from obtaining~~not use a library patron's personal identifying information, information related to a patron's use of library resources, or any list of library patrons that results infor personal benefit, profit or gain.

**Statement of Associations**

This is to certify that I, except as described on the reverse of this sheet, am not now nor at any time during the past year have been:

A participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier, or other party doing business with Dolores ~~Public~~ Library District that has resulted or could result in personal, financial benefit to me.

Any exceptions to the above are stated on the reverse of this sheet with a full description of the transactions, whether direct or indirect, which I have (or have had during the past year) with persons or organizations having transactions with Dolores ~~Public~~ Library District.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Dolores ~~Public~~ Library District position: \_\_\_\_\_

ADOPTED: October 12, 2021.

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# CONFLICT OF INTEREST DISCLOSURE FORM

## Dolores Library District

**NAME:**

**TITLE:**

**DATE:**

### **PURPOSE**

The purpose of this disclosure is to identify any relationships, financial interests, or affiliations that could create an actual, potential, or perceived conflict of interest of a board member or library staff member and potential contractors.

A conflict of interest may arise when a board member's or staff member's personal, professional, or financial interests could influence, or appear to influence, their independent judgment or decision-making on behalf of the Dolores Library.

### **DISCLOSURE OF INTERESTS**

Please disclose any interests, relationships, or affiliations that could reasonably be viewed as a conflict of interest. These may include, but are not limited to"

- Ownership, investment, or financial interest in any organization that does business with, seeks funding from, or competes with the Library.
- Employment, consulting, or advisory relationships with related entities
- Service or leadership roles in other organizations that may have overlapping interests
- Family or close personal relationships with individuals doing business with or employed by the Library
- Receipt of gifts, compensation or benefits from vendors, partners or contractors

I disclose below an actual, potential, or apparent conflict, bias, concern, or relationship with \_\_\_\_\_ (organization or individual)

Nature of relationship or interest: \_\_\_\_\_

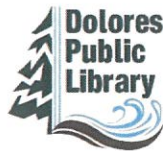
### **DUTY TO UPDATE**

I acknowledge that conflicts of interest may arise from time to time and agree to promptly disclose any new or potential conflicts to the Board of Trustees.

Signature:

Printed Name:

Date:



## BOARD OF TRUSTEES AND LIBRARY EMPLOYEE ETHICS POLICY

The Dolores ~~Public~~ Library District is dependent on the trust of its community to successfully achieve its mission. Therefore, it is crucial that all Board members and ~~District~~ employees conduct business on behalf of the Dolores ~~Public~~ Library District with the highest level of integrity avoiding any impropriety or the appearance of impropriety.

### Guiding Principles:

- Board members and employees ~~should~~ shall uphold the integrity of the Dolores ~~Public~~ Library District and ~~should~~ shall perform their duties impartially and diligently.
- Board members and employees ~~should~~ shall not engage in discrimination of any kind including that based on one's disability, race, creed, color, class, ethnicity, national origin, ancestry, religion, sex, sexual orientation, gender identity, gender expression, marital status, or belief system.
- Board members and employees ~~should~~ shall protect and uphold library patrons' right to privacy in their use of the library's ~~resources~~.
- Board members and employees ~~should~~ shall avoid situations in which their personal interests, ~~activities might be served and/or in which they stand to financially benefit at the expense of library users, colleagues, and/or the Library affairs are, or are likely to be perceived as being in conflict with the best interests of the Dolores Public Library District.~~
- ~~Board members and employees should avoid having interests that may reasonably bring into question their position in a fair, impartial and objective manner.~~
- ~~Board members and employees should not knowingly act in any way that would reasonably be expected to create an impression among the public that they are engaged in conduct that violates their trust as Board members or employees.~~
- Any Board member who has a personal or private interest in any matter proposed or pending before the Board shall disclose such interest to the Board, shall not vote thereon, and shall refrain from attempting to influence the decision of the other board members of the body in voting on the matter.
- Board members and employees ~~should~~ shall not use or attempt to use their position with the Dolores ~~Public~~ Library District to obtain unwarranted privileges or advantages for themselves or others.
- Board members and employees shall distinguish clearly between their personal opinions and the official position of the Board in their actions and statements, acknowledging the formal position of the Board even if they personally disagree.
- Board members and employees ~~shall~~ ould not be swayed from faithfully performing their duties by partisan interests, public pressure, or fear of criticism.
- Board members and employees ~~should~~ first, as an initial matter, not denigrate the organization or fellow Board members or employees in any public arena seek to resolve conflicts and/or grievances related to their position or employment through appropriate internal channels.
- Board members and employees shall protect and conserve District property and shall not use such property for any unauthorized or unlawful purposes.
- Board members and employees shall respect the confidential nature of library business while being aware of and in compliance with applicable freedom of information, open meetings, and open records laws.
- Board members shall be prepared to support the efforts of librarians to promote access to

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Commented [RL2]: One thing we lose with this amendment is the guidance to avoid actions that could be perceived as being in conflict with the District.

Commented [RL2R2]: Same comment with removal of the two bullets below.

Commented [RL3]: Note: This is more strict than required under law as a Board member can vote after voluntary disclosure if necessary to obtain a quorum pursuant to 24-18-109(3)(b). This could be amended to say something along the lines of, "Any Board member who has a personal or private interest in any matter proposed or pending before the Board shall disclose such interest to the Board and shall comply with all applicable laws governing such conflicts of interest."

Commented [RL4]: Not changing this to "shall" given PROPWA's protections of an employee's choice to raise grievances externally

~~information and freedom of information in resisting censorship of library materials.~~

- Board members and employees shall respect the opinions of their colleagues and not be critical or disrespectful when they disagree or oppose a viewpoint different from their own.
- The Executive Director is accountable to the Board as a whole, not to individual Board members. Board members must recognize this in their interactions with the Executive Director.

**Therefore:**

To preserve and uphold the Dolores ~~Public~~ Library District's reputation as an organization of unimpeachable integrity, each Board member and employee will sign an "Ethics Statement" at the commencement of his/her service with the Dolores ~~Public~~ Library District.

**Compliance:**

If any Board member or the Executive Director is or appears to be in conflict ~~of with this Policy~~ "Guiding Principles" ~~above~~, he or she will be asked to meet with the Board of Trustees to discuss the issue. Employees who are or appear to be in conflict with ~~this Policy~~ "Guiding Principles" will be asked to meet with the Executive Director who will make a determination as to appropriate discipline, if any, up to and including possible or termination, based on ~~his or her~~ the Executive Director's findings and in accordance with Federal, State and local laws and the District's Employee Handbook. Nothing herein should be construed to limit or circumscribe a District Board member's or employee's rights under Federal, State, and local laws. A Board member who is aware of credible information suggesting that another Board member or the Executive Director has violated this Policy has an affirmative obligation to notify the Board of the potential violation.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Dolores ~~Public~~ Library District position: \_\_\_\_\_

ADOPTED: October 12, 2021

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## **Statutory Roles, Responsibilities, and Fiduciary Authority of the Board Treasurer**

1. The Board hereby affirms that the Board Treasurer holds ultimate, non-negotiable oversight authority over all financial records, charts of accounts, ledgers, and fiscal reporting lines of the District. The Executive Director and administrative staff operate strictly as transactional bookkeepers under the delegated authority and oversight of the Treasury seat.
2. The Executive Director is immediately ordered to configure and provide the Board Treasurer with an "In-House Accountant" or equivalent standard, non-administrative read-only access profile within the District's QuickBooks software. This access shall explicitly include the ability to view the general ledger, individual transaction histories, and the master system audit log.
3. The Board Treasurer shall have direct, independent, and unrestricted access to all financial source documentation upon request, including but not limited to:
  - Month-end bank statements from all board-approved depositories.
  - Paid and pending vendor invoices, check registers, and payroll summary journals.
  - Physical or digital receipts, donor intake logs, and check photocopies.
4. In executing these duties, the Board Treasurer maintains the absolute right to communicate directly with the District's contract Certified Public Accountant (CPA) to seek professional guidance on financial statement presentation, revenue recognition, and internal control structures. Such advisory inquiries do not require the permission, pre-clearance, or presence of the Executive Director.
5. Failure by the Executive Director to execute the software roles within forty-eight (48) hours of this notice, or provide future financial records to the treasurer shall be documented as direct insubordination to the Board for disciplinary action.