



Library Board Minutes

Thursday, February 5, 2026

Meeting Summary:

- Outreach Program Update
- inventHQ Update
- Letter to Council

Roll Call:

Present: Cheryl Lovell, Patsy Thompson, Blake Unis-Alternate, Carolyn Love, Dana Inerfeld, Kathryn Lynip-Director, Jacqueline Steven-Youth Alternate, Veronika Garcia, Morgan Sawicki, and Zhaina Moya

Excused: David Feineman, David Taylor-Chair, Dana St. John, and Jericho Bondi-Youth Member

Meeting Minutes:

1. Call to Order: The meeting was called to order at 6:01 P.M.
2. Public Comment:
 - a. None
3. Minutes:
 - a. Dana Inerfeld motioned, "Motion to approve minutes as written."
 - i. Cheryl Lovell seconded
 1. Vote was unanimous in favor
4. Outreach Program Update
 - a. Veronika presented a slidedeck on the outreach program
 - b. Updates
 - i. Saw 4761 people at 111 events in 2025
 - ii. Outreach librarian moved to inventHQ in January of 2025
 - iii. Children's Desk time transitioned to all-ages inventHQ Open Hours
 - iv. Returned after a two year gap to Front Range Mobile Homes by reestablishing a positive relationship with management
 - v. Started a new collaboration with Crosswinds at Arista
 - c. Trends
 - i. Outreach has opened pathways to many new residents of Colorado to get them in touch with organizations like Fish and other services the library provide
 - ii. Increase in attendance from Village Square and Garden Center to library and inventHQ, particularly for Read to a Dog
 - iii. Many homeschoolers coming into the library and inventHQ
 - d. Collaborations
 - i. LAHE and CCOB Teams
 1. CSU Extension helped to staff outreach in 2025
 2. Worked with CYS on school outreach
 3. New Lead Circulation Desk Clerk
 4. Detention Center Partnership

- a. Expanding up to two times per week
 - b. Good feedback from parenting class attendees
 - ii. Community Partners
 - 1. Continuing to rely heavily on the library for materials and transportation
 - 2. Working on defining relationships and goals with partners
 - iii. Large Citywide Events
 - 1. Fun resources available for department outreach such as toys, crafts and physical activities
 - 2. Highlights in 2025 include: inventHQ/Outreach table at SLA kickoff, Broomfield Pride, BrewHaHA, Big Broomfield Play Date, and Broomfield Days
 - iv. Future of Outreach in LAHE
 - 1. 2026 outreach deliverables
 - a. Develop a LAHE Outreach Manual
 - b. Develop a 5-year LAHE Outreach strategy/plan
 - v. Questions from board
 - 1. What are the guiding questions informing your process?
 - a. That is the catalyst for the 5-year strategy/plan to be able to frame that thinking and build from it
 - i. Hoping to see a through line in all of this that manifests a consistent receptive loop to help develop access for all communities in an equitable way

5. inventHQ Update

- a. Morgan and Zhaina presented a slidedeck on inventHQ
- b. Physical Space and Staffing
 - i. Construction completed to create staff break room as well as consolidation and reorganizing of staff offices
 - ii. New staff members such as Outreach Librarian, 29-hour Spanish-speaking PSA and Programming Manager
 - 1. PSA provided the opportunity for more open hours based on PSA skill set
 - iii. Teens successfully returned for the summer
- c. Overview of numbers for 2025
 - i. 13,713 patrons in 2024 and 16,870 in 2025
 - ii. 6 additional open hours per week in 2025
 - iii. 204 was highest attendance on an 8 hour day
 - iv. 181 was highest attendance on a 5 hour day
 - v. Average patrons per day in 2025 exceeding both 23 and 24 averages
 - 1. Daily average and highest attends has steadily increased since 2019
- d. Community Resource Perspective
 - i. Feel well established to provide for the community
 - 1. Providing at a level that provides a robust free third space opportunity
 - a. Individuals driving from as far as Cherry-Creek because this space provides a true community for them

- 2. Cross-generational organic support environment development within the walls
 - ii. Concern is how to ensure that the fruit of the service is available year round
 - 1. For example, realizing that summer of 2025 saw 75% of resources used already
 - e. Fiscal Sustainability
 - i. Budget lines moved around for 2025 to accommodate Open Hours supplies
 - ii. New procedures and processes
 - 1. Price breakdowns
 - 2. New procedures to cut back on waste
 - 3. Smaller plywood pieces for the laser
 - 4. Special projects menu-limit of 2 per person per day
 - 5. Discontinued allowing patrons to “gift” their consumables to others
 - 6. Encourage patrons to bring their own supplies
 - 7. Still lots of projects/materials available without limits
 - iii. Capacity and Staff Wellbeing
 - 1. Being fully staffed helps
 - 2. Volunteers
 - a. Streamlined the volunteer process
 - b. Set up a specific schedule for teen volunteers in the summer
 - c. Continuing to work with the new Volunteer Coordinator to improve the process of recruitment
 - iv. What is Next?
 - 1. Documentation
 - a. Tutorials
 - b. Documenting and sharing what we do with LAHE & CCOB
 - c. Resource for patrons and staff
 - 2. Laser cutter replacement
6. Letter to Council
 - a. Mayor and Mayor Pro-Tem moved us to consent agenda, so there might not be a presentation
 - b. Discussed edits as Kathryn marked the letter to make those final changes
7. Director’s Report
 - a. Annual closure week overview
 - i. New desks are a hit
 - b. OBOB reveal party was a huge success
 - c. Printing and copying changes were implemented
 - d. Drag queen story time is this Saturday
 - e. Between Two Worlds Book Group was a big success for its first run
8. What are you reading
 - a. Board members share what they are reading
 - i. Public attending members share out as well

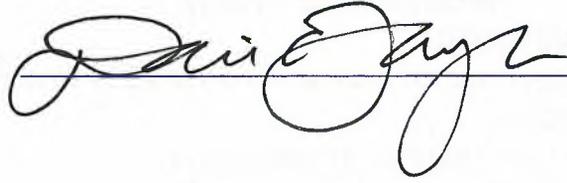
Reminder: Next meeting March 5th at 6:00 P.M

Adjournment: The meeting adjourned at 7:59 P.M.

Approval:

Minutes Prepared by Blake Unis – Library Board Secretary

Approved by

A handwritten signature in black ink, appearing to read "Blake Unis", written over a horizontal line.