

# Dolores Library Workplace Assessment Proposal Submission

*via email*

From: Adrea Bogle (adrea@luminarycc.com)  
To: skjumper@aol.com  
Cc: emily.wisner.meyers@gmail.com; rachelbturiel@gmail.com  
Date: Friday, February 13, 2026 at 12:10 PM MST

Good Afternoon Sandy,

We hope that this finds you well. Please find attached our Workplace Assessment Proposal for the Dolores Public Library.

We appreciate the opportunity to submit this proposal and are grateful for your thoughtful consideration. Our intention is to offer a balanced, respectful, and practical process that supports both workplace health and strong community service. As outlined, the scope can be tailored to align with the Board's priorities, and we are happy to discuss any adjustments that would best serve your needs.

If helpful, we would welcome the opportunity to meet briefly to walk through the proposal, answer questions, or clarify next steps.

Thank you again for your time and leadership in support of the library and community. Please let us know if you have any questions or if we can provide additional information.

Best regards,

Adrea and Rachel

**Adrea Bogle**  
Consultant | Leadership Coach | Facilitator  
970.769.2171  
[Luminary Consulting](#)



Dolores Public Library Workplace Assessment Proposal (Bogle & Turiel).pdf  
188.2 KB

## Re: Your Proposal submission

From: Adrea Bogle (adrea@luminarycc.com)

To: skjumper@aol.com

Cc: rachelbturiel@gmail.com

Date: Tuesday, February 17, 2026 at 06:10 PM MST

Hello Sandy,

Thank you for bringing this error to our attention. We regret not paying closer attention to the details around sending the RFP. We acknowledge that this error has created extra complexity, bringing in need to engage the attorney, and also not allowing for all board members to receive the proposals simultaneously, which supports conditions of openness and transparency.

We understand that you are not in a position to make a decision on how to proceed without further consultation with the attorney and Library board. We also regret causing this extra work for your board, especially at a time of heightened stress and decision making.

We will wait for your guidance and clarity.

Thank you,

Rachel and Adrea

On Tue, Feb 17, 2026 at 2:19 PM skjumper@aol.com <skjumper@aol.com> wrote:

Dear Rachel and Adrea,

I received your email submission of the Workplace Assessment that was also sent to a board member, which is in direct conflict with the instructions. I received it Friday afternoon.

According to the RFP, proposals were to be sent to the Dolores Library (PO Box 847) to the Board President's attention. This was to ensure that all board members receive the same information at the same time.

I am attaching a copy of the official Workplace Assessment Request for Proposal that was sent to all potential bidders on February 2.

My delay in responding to this concern was to wait for a response from the attorney, which I received today. Her response was that it is important that all bidders are given the same information and that all responses are in compliance with the instructions.

I am not in a position to make a determination on how to address this without further consultation with the attorney and the board as a whole.

Sandy

Dolores Public Library  
Re: Workplace Assessment Proposal  
Attn: Board President  
P.O. Box 847  
Dolores, CO 81323

Dear Dolores Library Board of Directors,

We are pleased to submit this proposal to support the Dolores Public Library with a workplace assessment focused on staff experience, daily operations, and public interactions. Libraries are deeply relational organizations, particularly in rural communities, and the goal of this assessment is to listen carefully, observe thoughtfully, and provide practical, respectful recommendations that support a healthy workplace and strong community service.

We bring extensive experience working with rural public-serving organizations, including Tribal government, library boards, nonprofits, cooperatives, and economic development organizations navigating transition, growth, or internal challenges. Our approach is grounded in neutrality, trust-building, and clear communication, with an emphasis on actionable next steps rather than abstract findings.

Thank you for the opportunity to submit this proposal. We would welcome the chance to support the Dolores Public Library in strengthening its workplace culture and ensuring the library continues to be a positive, welcoming space for both staff and the community.

Respectfully submitted,

Adrea Bogle & Rachel Turiel

Submitted by:  
Adrea Bogle, Luminary Consulting  
Durango, Colorado  
[adrea@luminarycc.com](mailto:adrea@luminarycc.com) | (970) 769-2171

Rachel Turiel, Nonviolent Communication Mediation, Facilitation and Coaching  
Durango, Colorado  
[www.rachelturiel.com](http://www.rachelturiel.com) [rachelbturiel@gmail.com](mailto:rachelbturiel@gmail.com) | (970) 903-0762

## **Workplace Assessment Proposal**

Our approach is designed to be structured yet flexible. While this proposal outlines a comprehensive workplace assessment process, including interviews, document review, observation, and optional survey tools, we recognize that needs are unique to the current circumstances. We can tailor the scope depending on the key issues the Board would like to explore, the level of depth desired, and whether there is interest in incorporating broader public feedback.

Interviews and surveys are intended to gather balanced, confidential perspectives that surface themes and patterns rather than individual concerns. Based on the findings, we can also provide optional follow-up support tailored to what emerges from the assessment. This may include board governance coaching, leadership coaching, facilitated conversations, restorative circles, mediation, or communication-based workshops led by Rachel Turiel. These services are designed to help address areas of tension, rebuild trust where needed, and strengthen collaborative practices moving forward.

### **Information Needed Prior to Beginning**

Before initiating the assessment, we would request access to the following materials:

- Current Strategic Plan (already publicly available, with any additional progress notes)
- Summary and full results of the recent community survey
- Organizational chart and role descriptions (if available)
- Relevant workplace policies (e.g., personnel policies, code of conduct)
- Any prior assessments or related documentation the Board feels would be helpful

These materials provide important context and help ensure the assessment reflects the library's goals, history, and operating environment.

### **Method of Information Collection & Assessment**

The workplace assessment will include multiple perspectives and data sources to ensure a balanced and fair understanding.

#### *Information Collection Methods*

- On-site observation of library operations during public hours
- Confidential staff (and volunteer) interviews (individual, voluntary, and non-attributable)
- Board interviews (focused on governance, roles, and oversight)
- Review of survey results and internal documents
- Observation of staff-public interactions in a non-intrusive manner
- Public Survey (if appropriate and requested)

### *Assessment & Analysis*

Information will be synthesized into key themes rather than individual comments. The assessment will focus on:

- Workplace culture and communication
- Role clarity and operational flow
- Staff support, supervision, and expectations
- Board–staff boundaries and governance practices
- Public service experience and community perception (if public survey is requested)
- Other areas identified by the board

### **Summary & Reporting of Findings**

A written report will be prepared that includes:

- An executive summary
- Key strengths and assets
- Areas of concern or opportunity
- Patterns and themes observed
- Practical, prioritized recommendations

The report will be written in plain, accessible language and will avoid naming individuals or attributing comments to specific people.

### **Presentation of Results to the Board**

Findings will be provided in a written summary report and can also be presented during a facilitated Board work session. This session will:

- Walk through key themes and observations
- Allow time for Board questions and reflection
- Support the Board in identifying priority areas for action

The summary report will be a comprehensive report outlining themes and recommendations for next steps based on the information gathered through interviews, surveys and observations.

### **Addressing Concerns & Recommended Next Steps**

Following the assessment, we will provide a clear framework outlining:

- Immediate, short-term actions
- Medium-term structural or communication improvements
- Optional training or coaching supports for staff and/or Board

Recommendations will be tailored to the size, capacity, and rural context of the Dolores Library.

## Follow-Up Training, Coaching & Support

If desired, we can provide follow-up services, including:

- Board governance coaching and role clarification
- Staff communication and team-building workshops
- Leadership coaching for the Director
- Facilitated conversations to support alignment and trust
- Restorative Circles to address impacts, re-build trust and develop new agreements
- Mediated 1:1 conversations to address impacts, re-build trust and develop new agreements
- Communication-based workshops on any of the following: Giving and Receiving Feedback, Collaborative decision-making, Effective and sincere Apologies and Repair

All follow-up services are optional and can be scoped collaboratively based on need.

### Proposed Timeline

| <i>Phase</i>                      | <i>Estimated Timing</i> |
|-----------------------------------|-------------------------|
| On-site observations & interviews | Weeks 2-3               |
| Analysis & report preparation     | Week 4                  |
| Board presentation                | Week 5                  |

*Total estimated duration for Assessment: 5-6 weeks*

### Project Budget

- Workplace Assessment (including report and Board presentation):  
\$2,500 (additional fee considered for public survey if requested)
- Follow-up training or coaching (if requested):  
\$150 per hour

Any additional work beyond the initial assessment would be scoped and approved in advance.

## **Qualifications & Experience**

Adrea Bogle (Luminary Consulting) specializes in supporting rural organizations through assessment, facilitation, leadership coaching and development, and strategic planning. She has lived and worked in rural Southwest Colorado for over 20 years and understands the realities of small teams, high visibility roles, and close-knit communities.

Rachel Turiel's mission is to inspire and support both personal and community growth by offering tools of collaboration, communication and transformation. She aims to empower individuals, couples, families, schools, and organizations through practices that promote authentic expression, openhearted listening and collaborative problem solving.

## **Related References**

*Adrea Bogle:*

- **Mountain Studies Institute (MSI)**  
*Organizational Health Assessment & Interim Leadership (2025-2026)*  
Conducted a comprehensive organizational health assessment including confidential staff and board interviews, operational observations, and analysis of survey data. Provided interim executive leadership during a period of transition, supporting leadership restructuring, rebuilding organizational culture and engagement, retaining all program staff, and guiding a successful external search for a new permanent Executive Director.
- **Durango School District**  
*Staff Feedback & Organizational Improvement Facilitation (2025-2026)*  
Designed and facilitated structured staff feedback sessions during the 2025–26 school year to gather insights from special education staff on their work and departmental needs. The process resulted in the establishment of an ongoing feedback cycle between leadership and staff and the creation of a staff-led leadership team to support departmental improvement and implementation of new initiatives.
- **Southern Ute Indian Tribe – Education Department**  
*Strategic Planning & Implementation Support (2025-2026)*  
Led a year-long strategic planning partnership grounded in comprehensive community engagement and staff participation. The process produced a shared, actionable strategic plan and included ongoing implementation support to help translate priorities into practice and strengthen alignment across programs and teams.

*Rachel Turiel:*

- **Animas High School, Durango, Co**  
*All staff restorative circle, 1:1 mediations (2022 and 2025)*  
Led a day-long Professional Development which included 1) an all staff restorative circle, which surfaced multiple areas of school-wide concern. 2) A decision-making process in

which staff worked on generating collaborative solutions to the surfaced concerns. Also facilitated several mediations between members of the Leadership Team.

- **Durango Public Library, Durango, Co**

*All staff trainings (2024-2025)*

Led several all-staff trainings, including a De-Escalation Training supporting staff to respond in effective and compassionate ways to challenging situations that arise with patrons. Also, led a training in How to Receive Feedback, in which staff explored and practiced tools to effectively receive feedback from other staff.

- **Silverton Public School, Silverton, Co**

*Staff trainings, parent workshops, 1:1s (2019-2025)*

Led staff trainings, parent workshops, mediations and 1:1 sessions for school staff, parents and students monthly for the past six years. Supported community members as individuals and as a team in communicating effectively and compassionately with children, students, and colleagues, contributing to culture and curriculum changes in the school.