

DOUGLAS COUNTY LIBRARIES
Board of Trustees Meeting
May 30, 2018
Lone Tree, CO

President Murphy called the regular meeting to order at 7:02 p.m.

This meeting was held and noticed in compliance with both Colorado Open Meeting Law and the Douglas County Libraries Bylaws.

The following were present:

TRUSTEES: John Beckwith, Eleanor Brown, Ron Cole, John Howe, Bob Morris and Janiece Murphy. Sean Duffy attended by telephone.

As all trustees were present, a quorum was present.

STAFF: Bob Pasicznyuk, Shannon Basher, Alyssa Carver, Amber DeBerry, April Durham, Amy Fischer, Jaime Gotlieb, Sheila Kerber, Sharon Nemechek, Patti Owen-DeLay, Kate Prestwood and Hannah Weber

PUBLIC: Nicole Hunt

PUBLIC COMMENT: None

CONSENT AGENDA

MOTION 18-05-01: Morris moved and the motion carried unanimously to approve the consent agenda consisting of the April 25, 2018 board meeting minutes.

DISTRICT BUSINESS

No one declared a conflict of interest.

STANDING COMMITTEE REPORTS

Ad Hoc Committee.

Changes to the Bylaws and Trustee Manual. Brown prefaced that as charged by board motion at last month's meeting, the attorney recommendations and discussion have been incorporated into the proposed changes to the Bylaws and Trustee Manual before the Board for adoption.

MOTION 18-05-02: Murphy moved and the motion passed on first reading six to one to accept the changes to the Board Bylaws, Article II, Board of Trustees, Section 7. Removal and Article VII, Committees, Section 1. Purpose and Section 4. Ex-Officio Members as presented.

Beckwith called for a roll call vote.

Howe – Yes

Brown – Yes

Beckwith – No

Morris – Yes

Murphy – Yes

Cole – Yes

Duffy – Yes

Because the motion did not pass unanimously as required for a bylaws change on first reading, the motion will go to a second reading at the June board meeting.

MOTION 18-05-03: Beckwith moved and the motion died for lack of a second to amend the changes to the Board Bylaws to allow all trustees to attend committee meetings as trustees.

MOTION 18-05-04: Brown moved and the motion passed six to one to accept the updates to the Board Trustee Manual, 5. Trustee Duties, Committee Work section, replacing it with the Committee Work, Committee Restrictions and Committee Charges as presented.

Beckwith called for a roll call vote.

Howe – Yes

Brown – Yes

Beckwith – No

Morris – Yes

Murphy – Yes

Cole – Yes

Duffy – Yes

Executive Committee.

Quarterly Reports.

- Strategic Plan Update
- Key Performance Indicator Report

Pasicznyuk shared that historically we have been consistent with the percentage of customer base, with a 60+% market penetration.

Metrics are shifting because of change in formats, and technology with how we track. With the exception of Events and Hospitality, metrics are flat.

Social Media Policy

MOTION 18-05-05: Murphy moved and the motion to adopt the Social Media Policy as presented and recommended by the Executive Committee was superseded.

MOTION 18-05-06: Brown moved and the motion passed unanimously to amend the proposed Social Media Policy by changing the location of this policy in the manual to Administration, B.

Community Relations, as a #3 and to add in the policy that this is for Douglas County Libraries owned channels.

Capital Planning Committee.

Facilities Master Plan. Pasicznyuk reviewed philosophy and commitments embedded in the Facilities Master Plan.

Staff will bring a plan to the Board for how a municipal can bring a matter before the Board, such as facility requests.

Pasicznyuk would like to connect with Larkspur to dialogue how we can contribute and help elevate their community. Citing the Three Hats of a Trustee (governance, implementation and volunteer) Pasicznyuk would like to bring this conversation to the governance table.

MOTION 18-05-07: Howe moved and the motion passed unanimously to adopt the Facilities Master Plan as presented and recommended by the Capital Planning Committee.

Duffy left the meeting at 8:12 p.m.

MOTION 18-05-08: Brown moved and the motion passed unanimously instructing Pasicznyuk to reach out to Larkspur Town Manager, Matt Krimmer for discussion about their request for a library.

James H. LaRue Library Renovation. Pasicznyuk updated timing stating that final price contract and possible alternates would be before the Board in August.

Philip S. Miller Library Renovation. The Philip S. Miller Library renovation scope work won't start until after the design and pricing is done for James H. LaRue Library.

Human Resources Committee.

Executive Library Director's Contract. Discussion on updates to the Director's contract will be handled in later Executive Session.

EXECUTIVE LIBRARY DIRECTOR UPDATE AND PRESENTATION

Inspiring a Love of Discovery. Alyssa Carver and Hannah Weber shared how the Douglas County History Research Center supports our vision goal of discovery.

Shannon Basher did a show and tell on how the District embraces discovery with technology tools and STEM learning.

FOUNDATION REPORT

Howe reported that the Foundation Gala ticket sales are open. Additionally, your packet includes the annual Foundation report to the Library Board as required by the Foundation Bylaws.

MOTION 18-05-09: Murphy moved and the motion carried with five affirmatives and Beckwith abstaining to move into Executive Session for discussion of Personnel Matters as allowed by Colorado Open Meeting Law C.R.S. §24-6-402(4)(f).

EXECUTIVE SESSION

RETURN TO OPEN SESSION

Murphy stated: For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of Colorado Open Meeting Law, I ask that you state your concerns for the record.

Beckwith questioned for the record if discussion of the Executive Library Director's Contract should be discussed in Executive Session versus open meeting.

Such discussion is allowed by Colorado Open Meeting Law, and the Executive Library Director's Contract would be public once the Board moves to enter into the contract. This discussion was for contract parameters in preparation for 2019 contract renewal.

MOTION 18-05-10: Murphy moved and the motion carried unanimously to amend the proposed Executive Library Director's contract for 2019 to reflect a three-year renewing contract with 90 days of severance, and annual review of performance, salary and severance provisions.

TRUSTEE COMMENTS

Brown shared an article from Northjersey.com on libraries as community hubs.

Murphy shared experience from attending a recent Jefferson County Board meeting citing it as very different in that they do a great deal of their discussion in study sessions prior to the board meeting action.

Murphy, Pasicznyuk, Durham and Konishi met with Senator Smallwood sharing information about Douglas County Libraries. They also discussed Tabor issues around annual appropriation limits causing loss of multi-year contract price reductions and how caps from Gallagher will affect both the District and other libraries ability to operate and expand services. Smallwood stated that there is a summer session on Gallagher.

UPCOMING BOARD MEETINGS

1. Board Meeting: June 27, 2018, Roxborough Library, Meeting Room, 7:00 p.m. (Dinner at 6:30 p.m.)
2. Executive Committee Meeting: No Executive Committee meeting in June. Next meeting: July 3, 2018, Castle Pines Library, Castle Pines Master Association Event Hall, 12:00 p.m. – 1:30 p.m.
3. Capital Planning Committee Meeting: June 14, 2018, Philip S. Miller Library, Executive Library Director's Office, 10:30 a.m. – 11:30 a.m.
4. Board Study Session: June 21, 2018, Philip S. Miller Library, Castle Rock Bank West Meeting Room, 11:30 a.m. – 1:00 p.m.
5. Human Resources Committee Meeting: No meetings currently scheduled.

OTHER BOARD CALENDAR ITEMS

1. Partnership of Douglas County Governments Meeting: July 18, 2018, Castle Pines, 7:00 a.m. – 9:30 a.m. (John Beckwith and Ron Cole)
2. Douglas County Youth Initiative Meeting: June 11, 2018, Douglas County Human Services Offices, 1st Floor Conference Room, 8:30 a.m. – 11:30 a.m.
3. Colorado Association of Libraries Legislative Committee Meeting: Resumes in the fall
4. PDCG Elected Officials Reception: November 8, 2018, Parker Library, Event Hall, 6:00 p.m. – 8:00 p.m.
5. Foundation GALA: September 28, 2018, Highlands Ranch Mansion, 6:00 p.m. – 11:00 p.m. (Ticketed event)

WHAT'S HAPPENING THIS QUARTER

- Summer Reading Kick-Off Parties June 2, all branches 10 a.m. – 12 p.m.
- Camp DCL: Summer Camps begin week of June 4
- Karen Kingsbury at CU South, Wednesday, June 6, 7 p.m. – 10 p.m.

MOTION 18-05-11: Beckwith moved and the motion carried unanimously to adjourn the meeting at 9:29 p.m.

Respectfully submitted,



Rondle R. Cole, Secretary

Minutes prepared by Patti Owen-DeLay

