

DOUGLAS COUNTY LIBRARIES  
Board of Trustees Meeting  
February 27, 2019  
Lone Tree, CO

President Duffy called the regular meeting to order at 7:03 p.m.

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

The following were present:

**TRUSTEES:** John Beckwith, Ron Cole, Sean Duffy, Lawrence Falter, Bob Morris, Meghann Silverthorn and Louise Wood

All trustees were present. A quorum was present.

**STAFF:** Bob Pasicznyuk, Dave Anderson, Jeff Konishi, Teresa LeFevre, Patti Owen-DeLay

**PUBLIC:** Dana Torpey-Newman and sons, Elisa George

**WELCOME NEW TRUSTEES**

President Duffy welcomed Silverthorn and Wood to the board.

**PUBLIC COMMENTS**

Dana Torpey-Newman spoke, representing Douglas County Democrats, objecting to the appointment of Meghann Silverthorn. At issue, Silverthorn's policy positions as a Douglas County School District board member, assessed as divisive and not supported by the citizens of Douglas County as evidenced by people aligned with similar viewpoints losing the 2017 election. [Silverthorn was term limited in the 2017 election and could not run.]

Silverthorn addressed the public comment, reiterating a love of libraries and a commitment to a focus on providing the best libraries for the citizens of Douglas County.

Morris noted that the Board of County Commissioners appoints library trustees and not the library board.

**CONSENT AGENDA**

Beckwith requested item #8, capital expenditure for PC replacement, be removed from the consent agenda.

**MOTION 19-02-01:** Morris moved and the motion carried unanimously to approve the consent agenda items 1-7 as presented.

## **RECOGNITION OF RETIRING TRUSTEES**

Duffy acknowledged and recognized the contributions of Eleanor Brown and John Howe. Beckwith suggested Brown be used as a consultant given her unique expertise as an author.

## **EXECUTIVE LIBRARY DIRECTOR'S UPDATE**

Pasicznyuk updated the board on work done to date to look at the renovation of the Castle Rock – Philip S. Miller library.

- District is in conceptual design phase.
- Looking for board to direct staff through action at a subsequent meeting as to design path.
- Once conceptual design is complete, the board would choose to go forward to completed design and construction.

The architect's design demos and reorganizes existing spaces, capitalizing on flexible civic spaces and more efficient staff space, adding a drive-up book drop, and allowing for larger family space and expanded history spaces.

Beckwith offered an alternate "as built plan" to the work done by the district's hired architects and construction firm. This alternative adds new build to the west and recommends leaving the rest of the interior the same as much as possible with current design. Beckwith believes this to be a less costly alternative. Falter concurred.

Due to lack of consensus, Duffy called for a roll call of summary thoughts by each member as to a loose direction for staff, asking members to choose a design that leaves current intact (Beckwith) or a design that represents library vision (architects).

Wood: Question needs to be less "How inexpensively can we do this?" and more "What do we need to serve residents in the future?" and "How can we achieve that?" (Architects)

Beckwith: Just do a square addition to save money, allowing for project completion sooner and more money for Roxborough. (Beckwith)

Cole: Want to build a facility that serves the residents of Castle Rock into the future. "Are we looking past 2025 and future need?" If not, we are being shortsighted. (Architects)

Morris: We need to create a library with flexibility to serve our future need. Something innovative and dynamic and not more of the same. Want to be proud of something new. (Architects)

Falter: Square footage is same in both with additions. Maximize use of existing square footage, without moving everything around. Trying to do modern building that is less expensive. (Beckwith)

Silverthorn: Wants to better understand inefficiencies and burden if we keep things the same and the cost of that. We see that the way libraries are being used is evolving, so we want to

meet that evolving need. Not comfortable saying “keep it as it is” for the sake of saving money without understanding long-term impact. (Architects)

Duffy: “We need to build relevance for the future. We have retained experts to do this work. We can accept it, we can reject. All the options are in front of us.” (Architects)

Pasicznyuk:

1. Will bring to the board for motion in March as to direction.
2. Clarified comments around less costly to leave interior the same: Pasicznyuk stated you couldn’t say one is cheaper when you haven’t run the interior costs and you have same added new square footage. Too much unknown at this time.
3. Designers built based on our program and our desire for relevant, flexible spaces that give premium space for families and classic use with increased civic spaces.

## **DISTRICT BUSINESS**

No one declared a conflict of interest.

### Capital Expenditure for PC Replacements – Removed from Consent Agenda for Discussion and Action

**MOTION 19-02-02:** Duffy moved and the motion carried unanimously to approve the Capital Expenditure for PC Replacement as presented.

### Election of Officers

Duffy opened nominations and elections of officers.

Morris nominated Duffy as President for 2019. No other nominations were made.

**MOTION 19-02-03:** Morris moved and the motion passed unanimously to appoint Duffy as President for 2019.

Morris nominated Cole as Vice President for 2019. No other nominations were made.

**MOTION 19-02-04:** Morris moved and the motion passed unanimously to appoint Cole as Vice President for 2019.

Duffy nominated Morris as Treasurer for 2019. No other nominations were made.

**MOTION 19-02-05:** Duffy moved and the motion carried unanimously to appoint Morris as Treasurer for 2019.

Morris nominated Wood as Secretary for 2019. No other nominations were made.

**MOTION 19-02-06:** Morris moved and the motion carried unanimously to appoint Wood as Secretary for 2019.

### Appointment of Representative Opportunities

Director's Personnel Evaluation Liaisons.

Duffy emphasized the opportunity here to better support the Executive Library Director as their one employee by being more deliberate and organized in his performance evaluation.

**MOTION 19-02-07:** Morris moved and the motion carried unanimously to appoint Duffy and Silverthorn as Board Liaisons for the Director's Personnel Evaluation.

Policy Change Liaisons.

Staff is looking at a number of policy updates: routine and housekeeping. Board involvement is requested.

**MOTION 19-02-08:** Duffy moved to appoint liaisons to work with staff on policy updates and the motion was tabled.

Beckwith requested that board work be done through committees and all committees be open to attendance by all board members wanting to attend those meetings.

Duffy stated on advice of legal counsel that the board does not want to engage in committee work with a quorum of the board present as that gives the appearance of a "regular, actionable" meeting. Duffy reminded Beckwith that the board moved away from committees in response to Beckwith's continual appearance at committees he was not part of, creating a quorum of the full board. Duffy expressed a need for the board to decide how to organize and that it cannot be both ways: a committee structure and full board participation in all meetings.

**MOTION 19-02-09:** Beckwith moved to have all board work move to committees, allowing all board members to attend all committee meetings, and the motion failed by roll call vote, two to five.

Wood – no

Beckwith – yes

Cole – no

Duffy – no

Morris – no

Falter – yes

Silverthorn – no

Douglas County Youth Initiative.

The Douglas County Youth Initiative, a program through the Partnership of Douglas County Governments, supports early intervention and collaboration of youth services in the county.

**MOTION 19-02-10:** Duffy moved and the motion carried unanimously to appoint Cole as board representative for the Douglas County Youth Initiative.

Colorado Association of Libraries Legislative Committee.

**MOTION 19-02-11:** Duffy moved and the motion carried unanimously to table any board representative appointment for the Colorado Association of Libraries Legislative Committee.

Executive Library Director Pasicznyuk is a committee member and as such will share information of importance or relevance with the board.

Highlands Ranch Project Liaison.

The Highlands Ranch project is near completion, with opening in April.

**MOTION 19-02-12:** Duffy moved and the motion carried unanimously to table appointment of a board representative for the Highlands Ranch library renovation project.

Castle Rock – Philip S. Miller Project Liaisons.

Pasicznyuk stated that at this time there is not a need for liaisons with this project. Upcoming matters would have full board participation and approval. Pasicznyuk stated that if a future need for smaller representation arises, he would bring that need to the board.

Falter felt this would limit information the board received, as it would only be from a staff perspective.

**MOTION 19-02-13:** Falter moved to keep project liaisons in place for the Castle Rock – Philip S. Miller library and the motion failed by roll call vote, two to five.

Wood – no

Beckwith – yes

Cole – no

Duffy – no

Morris – no

Falter – yes

Silverthorn – no

Partnership of Douglas County Governments Representative.

Douglas County Libraries chairs the partnership in 2019. As Board President, Duffy is that chair.

Douglas County Libraries Foundation.

The library board appointed Cole in late 2018 as Director I to the Douglas County Libraries Foundation for 2019.

### Other Business

Broker Contract for Lease Negotiations.

**MOTION 19-02-14:** Duffy moved and the motion carried unanimously to accept the brokerage contract with Newmark in regards to all existing and new leases with tenants of the Castle Rock retail property, and to authorize Executive Library Director Bob Pasicznyuk to execute (i) the contract, and (ii) all lease amendments or new leases negotiated pursuant to the brokerage contract with Newmark.

#### Quarterly Investment Report.

Anderson presented an overview of the investments and fixed assets.

- Investments are down because of timing with tax collection.
- Earning rate in ColoTrust currently exceeds interest rate of fixed-term investments.
- The fixed term requires us to go to market if we want the money before the end of term.
- Anderson will be watching this when we move money into investment.

#### State Auditor Letter.

The State Auditor sent a comment letter to the district concerning the 2017 audited financial statements. GASB changes required an updated nomenclature. There were two instances in the 2017 financials with the incorrect nomenclature. Upon receipt of the letter, finance reviewed the information and spoke to the auditor, Eide Bailly, who acknowledged the miss. All audit calculations were correct. There is no response required back to the State Auditor, as this was just a comment letter.

#### Quarterly KPI Report.

No discussion.

### **FOUNDATION REPORT**

Cole reported:

- Foundation annual meeting was held in January.
- Foundation is seeking more members and looking at contacting candidates for the library board who were not appointed.

Staff reported that the Foundation directors would participate in the March 9 retreat to support their own strategic planning and alignment with the board's direction, as well as bring a broader community representation to the work.

### **TRUSTEE COMMENTS**

Silverthorn appreciated the warm welcome and the opportunity to be here to do her best.

Morris extended a welcome to Wood and Silverthorn, stating he looks forward to their contributions.

Beckwith commented that he appreciated the diversity of the board.

Wood expressed delight at being here and committed to work on getting up to speed.

Duffy shared appreciation for the library event staff and library civic spaces, having used Lone Tree for an event with a charity with which he is connected, saving the charity money while having a quality event. He also expressed appreciation and kudos to staff for the recent community input-gathering Libraries and Leaders event.

## UPCOMING BOARD MEETINGS

1. **Board Meeting**: March 27, 2019, Parker Library, Event Hall, 7:00 p.m. (dinner at 6:30 p.m.)
2. **Board Study Session**: March 27, 2019, Parker Library, Event Hall, 5:00 p.m. - 6:30 p.m.
3. **Board Annual Retreat**: March 9, 2019, Lone Tree Library, Event Hall, 8:00 a.m. - 5:00 p.m.

## OTHER BOARD CALENDAR ITEMS

1. **Board Tour of Highlands Ranch Library**: March 7, 2019, Highlands Ranch – James H. LaRue Library, Highlands Ranch, Lunch and Tour, 11:30 lunch; 1:00 p.m. tour
2. **Highlands Ranch Library**: April 6, 2019, Grand Reopening
3. **DCL Foundation Meeting**: April 22, 2019, Lone Tree Library, Event Hall, 11:30 a.m. - 2:30 p.m.
4. **Partnership of Douglas County Governments Meeting**: March 20, 2019, Town of Parker, 7:00 a.m. - 9:30 a.m.
5. **Douglas County Youth Initiative Meeting**: March 11, 2019, Douglas County Human Services Offices, 1<sup>st</sup> Floor Conference Room, 8:30 a.m. - 10:00 a.m.
6. **Colorado Association of Libraries Legislative Committee Meeting**: March 1, 2019, Denver Public Library Main Branch, 10:00 a.m.


## WHAT'S HAPPENING THIS QUARTER

- **Highlands Ranch – James H. LaRue Grand Reopening Celebration**: Saturday, April 6, 2019, 8:45 a.m. – 4:00 p.m.  
The reopening celebration will begin with a formal ribbon cutting and small event before we open our doors on April 6, 2019, and will continue with food and festivities planned throughout the day to highlight the new renovation at the James H. LaRue branch.
- **Battle of the Books District Finals**: March 13, 2019, 6:00 p.m., PACE Center, Parker  
Battle of the Books is a bowl-style trivia tournament that's all about books, engaging hundreds of young minds every year. The program is active at Douglas County Libraries' Castle Rock, Highlands Ranch, Lone Tree and Parker locations. In 2019, 48 Douglas County schools have created teams in grades 3-6 to compete against each other in interschool battles, culminating in the final tournament to determine districtwide champions for all of Douglas County.
- **Author Presentation: Steve Berry**: Tuesday, March 5, 2019, 6:30 p.m., Parker Library  
NYT bestselling author Steve Berry will be talking about the newest book in his Cotton Malone series, *The Malta Exchange* (<http://steveberry.org/>), on the actual day his book hits the bookstores and libraries! Tattered Cover Book Store will be there with plenty of copies for sale for those interested. He is an excellent speaker, and his books are full of history. Part of the book sale proceeds will go to his foundation, History Matters.
- **Author Presentation: Lisa See**: Saturday, March 9, 2019, 7:00 p.m., Castle Rock – Philip S. Miller Library  
We are excited to host Lisa See with her brand-new book, *The Island of Sea Women* (<https://www.lisasee.com/>). This book takes place on Jeju Island, which is south of the Korean peninsula. It is the home of women divers, or Haenyeo. Similar to her other books, *The Tea Girl of Hummingbird Lane* and *China Girls*, Lisa has carefully researched

this area and has written another compelling story around family, history and perseverance.

**ADJOURN MOTION 19-02-15:** Cole moved and the motion passed unanimously to adjourn the meeting at 9:35 p.m.

Respectfully submitted,

  
Louise Wood, Board Secretary  
Minutes prepared by Patti Owen-Delay

