

DOUGLAS COUNTY LIBRARIES
Board of Trustees Meeting
February 24, 2016
Philip S. Miller Library
Castle Rock, CO

President Morris called annual meeting to order at 7:00 p.m.

The following were present:

TRUSTEES: John Beckwith, Ron Cole, John Howe, Bob Morris, and David Williams

A quorum was present. Janiece Murphy was absent. The absence was excused.

STAFF: Bob Pasicznyuk, Laura Baldassari-Hackstaff, Susan Burke, Susan Byrnes, Amy Cervene, Tammy Clausen, Cliff Davidson, Amber DeBerry, Karen Gargan, Art Glover, Sheila Kerber, Elaine McCain, Rick O'Dell, Laura Olson, Patti Owen-DeLay, Jayna Ramsey, Haley Somolinos and Adam Speirs

GUESTS: Richard Akeroyd, Douglas County Libraries Foundation Chair

PUBLIC COMMENT: None.

CONSENT AGENDA

MOTION 16-02-01: Williams moved and the motion carried unanimously to approve the consent agenda as presented.

INTRODUCTION: The Board welcomed new Learning and Development Manager, Susan Burke. Burke comes to the District with a strong background in training and development.

PRESENTATIONS

Glover introduced the Leadership Journey group; Laura Baldassari-Hackstaff, Amy Cervene, Cliff Davidson, Laura Olson, Jayna Ramsey, Haley Somolinos and Adam Speirs

Leadership Journey group members shared overviews of the projects they completed as part of their Leadership Journey experience.

STRATEGIC REPORT

Pasicznyuk spoke with the trustees about services at the existing Lone Tree Library after the new library is open. The IGA with the City of Lone Tree giving the District land for the new library requires that the District provide "limited services, budget allowing" for a period of two years.

The District's goal is to transition patrons to the new library with its improved amenities while supporting our municipal partner.

Services agreed upon to-date:

- Cozy book nook – the District will stock a small collection of books for all ages that can be checked out
- A checkout station
- Holds pickup location

The City of Lone Tree is also requesting a book drop at this location. Pasicznyuk asked for direction from the board on this service, as providing it, in essence makes this a “small library” and having two locations a mile apart providing library service does not support the library in taking care of the larger whole of the District where there are service needs and growing services needs that cannot yet be met.

The Board recommends that the District provide the offered services, and this additional book drop off service with the following caveats:

- Include a 60-90 day clause with expectations on use of service needed to continue service
- Include signage that directs patrons to the new library
- Do what we can to make this work for the City of Lone Tree while being cognizant of the staffing and cost implications for the District

DISTRICT BUSINESS

No conflicts of interest were declared.

Buildings and Grounds Committee (John Beckwith)

Building Project Update – O’Dell shared milestones on the three building projects.

Beckwith asked about Art Encounters, a county program the District partners with currently, and will continue to do so. In response, DeBerry reported on the District Art Committee formed to support looking at public art in the new buildings. Public Art will be considered by in house design and fabrication, purchase, donation, and partner-programs like Art Encounters, as the building art budget allows.

Bylaws and Policies Committee (John Howe)

Howe reported: The Bylaws and Policies Committee met jointly with the Human Resources Committee. That recommendation will be reported under the Human Resources Committee report.

Finance Committee (John Howe)

- Douglas County Youth Initiative (DCYI) – The DCYI annual IGA is up for consideration. This year the DCYI is asking that the municipalities enter a self-renewing agreement. The agreement allows the District to end the agreement at any time, so the self-renewing is just for administrative convenience.

Motion 16-02-02: Beckwith moved and the motion carried unanimously to approve the Douglas County Youth Initiative IGA as presented.

- Farm to Table – The board was asked to approve the expenditure for the Farm to Table project at the James H. LaRue Library as it was not included in the 2016 budget.

MOTION 16-02-03: Howe moved and the motion carried unanimously to approve the Farm to Table \$25, 012 expenditure with Condit.

- Ford AV – The board was asked to approve the expenditure for the Ford AV project at the Philip S. Miller Library and James H. LaRue Library, as it was not included in the 2016 budget.

MOTION 16-02-04: Howe moved and the motion carried unanimously to approve the additional Ford AV expenditure of \$30,043.

Citing the Farm to Table request, Morris expressed concern to Pasicznyuk that the board is being asked to approve items that have already been executed.

Government Relations (John Beckwith)

Williams asked about the issue at James H. LaRue around the petitioning policy Pasicznyuk reported that the out-of-state petitioner was asked to leave. They did. Pasicznyuk received a call from the employing company and explained the policy. All municipalities have given support for enforcing our policy if needed, with the exception of the Douglas County Sheriff's Office where we are still in conversation.

Human Resources (Ron Cole)

Employment of Relatives Policy - Cole presented the proposed Employment of Relatives policy. Due to lack of a full board, this was first reading of the policy. If passed, second reading would happen at the March meeting, and upon passing, this would become policy.

MOTION 16-02-05: Cole moved and the motion carried unanimously to approve the Employment of Relatives Policy as presented. The policy passed first reading.

Foundation Report.

Akeroyd thanked the Board for the opportunity to support the District as Foundation Chair through this newly structured Foundation.

Akeroyd shared updates on the Foundation:

- Fundraising continues to grow. Akeroyd cited appreciation for the Lone Tree Brewing Company support of the Foundation, encouraging District board and staff to express appreciation to Lone Tree Brewing Company. The recent antiquarian book sale revenue was over \$3,000.
- Board member recruiting is ongoing.
- The Foundation is working on policies and budget, and will be reviewing them at their April meeting.
- In October the Foundation is hosting the second, annual Foundation Gala with an Arabian Nights theme.
- Kinder Morgan has given a \$2,000 grant for the annual Page to Stage program.

TRUSTEE ANNOUNCEMENTS

Beckwith inquired as to whether staff could speak at Board meetings. Pasicznyuk reported that any public is welcome to come to a meeting and speak during the public comments section of the meeting, and staff could come and speak as a member of the public.

UPCOMING MEETINGS

Board meeting: 7:00 p.m. on Wednesday, March 30, 2016, Parker Library, Parker, 6:30 p.m. dinner.

Building & Grounds Committee Meeting: March 24, 2016, Thursday, James H. LaRue Library, Saunders Study Room, Highlands Ranch, CO, 10:30 a.m.

Board Retreat Dinner: March 18, 2016 6:00 p.m. – 8:00 p.m., James H. LaRue Library, Shea Meeting Rooms

Board Retreat: March 19, 2016, 8:00 a.m. – 5:00 p.m., James H. LaRue Library, Quiet Reading Room

Human Resources Committee Meeting: March 30, 2016, Parker Library, 5:30 p.m., Branch Manager's Office

Due to the retreat, there will be no Study Session in March.

OTHER CALENDAR ITEMS

- March 25, 2016 **Parker Library Topping Off Party** – Noon time – Hosted by Fransen Pittman
- April 7-9, 2016, Public Library Association Conference, Denver, CO
- April 8, 2016, Goodbye Castle Pines Library, 3:00 p.m. – 5:00 p.m.
- April 19, 2016, Castle Pines Library VIP Gala
- April 21, 2016, Castle Pines Library Grand Opening
- October 7, 2016, Douglas County Libraries Foundation Gala

Morris adjourned the meeting at 8:21 p.m.

Respectfully submitted,



David Williams, Secretary, Board of Trustees
Minutes prepared by Patti Owen-DeLay

