

**DOUGLAS COUNTY LIBRARIES**  
**Board of Trustees Meeting**  
**June 27, 2018**  
**Roxborough, 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, Sean Duffy, John Howe, Bob Morris and Janiece Murphy.

As all trustees were present, a quorum was present.

**STAFF:** Bob Pasicznyuk, Tammy Clausen, Amber DeBerry, April Durham, Amy Fischer, Colbe Galston, Sheila Kerber, Jeff Konishi, Teresa LaFevre, Amy Long, Sharon Nemechek, Patti Owen-DeLay

**GUESTS:** Adam Kavett, Liam O'Connell and Brett Barndt with EnviroSell

**CONSENT AGENDA**

**MOTION 18-06-01:** Morris moved and the motion carried unanimously to approve the consent agenda consisting of the May 30, 2018 board meeting minutes.

**EXECUTIVE LIBRARY DIRECTOR UPDATE AND PRESENTATION**

Business Intelligence. Pasicznyuk introduced the EnviroSell presentation by reviewing some of the foundational expectations of libraries and how Douglas County Libraries is changing those expectations.

**PRESENTATION** Adam Kavett, Liam O'Connell and Brett Barndt with EnviroSell presented the findings of their "Experience Study" work with Douglas County Libraries. (See handout "Spring 2018 Experience Study")

**DISTRICT BUSINESS**

No one declared a conflict of interest.

**COMMITTEE REPORTS**

**Ad Hoc Committee.**

Changes to the Bylaws and Trustee Manual. Brown introduced this change as second reading for changes to the Bylaws. The motion for bylaws change passed last month with less than an unanimous vote, so is going to second reading tonight to become adopted.

**MOTION 18-06-02:** Brown moved and the motion passed on second 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.

Murphy called for a roll call vote.

Brown - Yes

Howe – Yes

Morris - Yes

Duffy - Yes

Murphy – Yes

Cole – Yes

Beckwith – No

**Executive Committee.**Quarterly Report Discussion.

- Strategic Plan Update
- Key Performance Indicator Report

There were no questions about the reports, or discussion of the reports.

Lone Tree Early Closure.

**MOTION 18-06-03:** Murphy moved and the motion passed unanimously to close the Lone Tree Library at 3 p.m. on Saturday, December 1, 2018 in support of the Storybook Holiday. This is a two-hour early closure.

Social Media Policy.

**MOTION 18-06-04:** Murphy moved and the motion passed unanimously to adopt the amended Social Media Policy as presented and recommended by the Executive Committee.

Douglas County Youth Initiative.

**MOTION 18-06-05:** Murphy moved and the motion passed unanimously with Howe abstaining to appoint Howe as the board representative for the Douglas County Youth Initiative.

**Capital Planning Committee.**

James H. LaRue Library Renovation Contract. The contract for design build of the James H. LaRue Library remodel will be coming to the Board for approval at a special meeting in July. The addendum with the cost of the project will come to the board in August for approval.

Community Relations Lease Space. The contract for lease space for Community Relations will also be coming to the Board for approval at a special meeting in July.

**Human Resources Committee.**

Change in Chair of Committee. Brown is stepping down as committee chair.

**MOTION 18-06-06:** Brown moved and the motion passed unanimously to appoint Cole as the Chair of the Human Resources Committee for the remainder of 2018.

Brown will continue as a committee member.

**FOUNDATION REPORT**

**TRUSTEE COMMENTS**

- Brown shared an article on the Douglas County Youth Initiative program for a youth soccer league.
- Howe thanked the District for helping with the Parker Task Force by allowing them to use our parking lot for a car show.
- Murphy resigned as a member of the library board effective 6/30/18.
- Duffy shared regret that Murphy is resigning and thanked her for her work on the board.

Duffy took over as meeting chair.

**OFFICER ELECTIONS**

**Election of Board President**

**MOTION 18-06-07:** Howe moved and the motion carried unanimously with Duffy abstaining to elect Duffy Board President for the remainder of 2018.

Duffy called for a roll call vote.

Brown - Yes

Howe – Yes

Morris - Yes

Duffy - Abstain

Murphy – Yes

Cole – Yes

Beckwith – Yes

As Duffy is now President, he is vacating the role of Vice-President.

**Election of Board Vice-President**

**MOTION 18-06-08:** Morris moved and the motion carried unanimously with Cole abstaining to elect Cole Board Vice-President for the remainder of 2018.

As Cole is now Vice-President, he is vacating the role of Secretary.

### **Election of Board Secretary**

**MOTION 18-06-09:** Murphy moved and the motion carried unanimously to elect Howe as secretary for the remainder of 2018.

### **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)

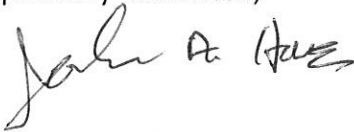
### **WHAT'S HAPPENING THIS QUARTER**

- July: **Affordable Film Screenings** Benefit Douglas County Libraries Foundation Families can escape on affordable film adventures during the month of July and give back to their community at the same time.
- July 4, 2018, 9 – 10:30 AM: Join Douglas County Libraries staff and volunteers as they march in the **Highlands Ranch Fourth of July Parade**.
- July 27, 2018, 6 PM. Douglas County Libraries-James H. La Rue Location - Families are invited to have fun at **Wizard School** in Highlands Ranch learning wizarding skills, playing games, and enjoy themed activities, at James H. LaRue Library.

- Through August 29, 2018. Douglas County Libraries-Parker - Movin' and Groovin' Family Video Challenge: Patrons are invited to create a video that moves us to tears or laughter, inspires us with heart, or gets us groovin' to the beat.
- September 5, 2018. Lone Tree Arts Center - New York Time's best-selling Author Craig Johnson will be visiting Douglas County Libraries.

**MOTION 18-06-10:** Morris moved and the motion passed unanimously to adjourn the meeting at 8:32 p.m.

Respectfully submitted,



John A. Howe, Secretary

Minutes prepared by Patti Owen-Delay

