

DOUGLAS COUNTY LIBRARIES
Board of Trustees Regular Meeting
November 29, 2017
Highlands Ranch, CO

President Murphy called the regular meeting to order at 7:00 p.m.

The following were present:

TRUSTEES: John Beckwith, Eleanor Brown, Sean Duffy, John Howe, Bob Morris and Janiece Murphy

Ron Cole was absent. A quorum was present.

STAFF: Bob Pasicznyuk, Susan Byrne, Tammy Clausen, Amber DeBerry, Karen Gargan, Art Glover, Annette Hanowski, Rick O'Dell and Patti Owen-DeLay

PUBLIC: Lora Thomas, Commissioner, Douglas County

PUBLIC COMMENT:

Lora Thomas, Commissioner, Douglas County spoke on the goals adopted by the commissioners. Public safety and transportation are top concerns. (See handout "Govern with Excellence".)

CONSENT AGENDA

MOTION 17-11-01: Duffy moved and the motion carried unanimously to approve the consent agenda consisting of the minutes of the meeting October 25, 2017.

STRATEGIC UPDATE

Pasicznyuk requested that we have a place for public or staff to speak to the board. Secondly, Pasicznyuk requested that the Board request information through him and that he direct staff to answer as needed.

DISTRICT BUSINESS No one declared a conflict of interest.

Standing Committee Reports.

Executive Committee (Janiece Murphy)

- Scheduled meetings with Board of County Commissioners:
 - Would like to have meetings twice a year
 - Would limit it to two trustees

- A member of the executive committee and the trustee in the district of the commissioner being met
- Staff will work on an agenda and have some talking points
- Host a study session jointly to work on planning

Murphy asked Commissioner Thomas if this sounded like a good plan. Thomas suggested that the Board and Commissioners do a joint once a year. Thomas reiterated that the Commissioners are happy to have more interaction with the Library Board.

PUBLIC HEARING

Murphy opened the Public Hearing for 2018 Budget Adoption.

2018 Budget Resolutions. No public comments on 2018 Budget.

Gargan reviewed the changes in the budget since the October draft, and highlights of the budget.

Beckwith asked about the proposed expenditure for the Customer Experience survey. Pasicznyuk replied that this is an observational study of what our customers both want and what they are doing in our facilities for the District to get actionable information to use in planning.

Murphy confirmed that the required Notice of Public Hearing for 2018 Budget was posted.

Pasicznyuk stated that this budget is focused and disciplined thanks to the work and diligence of staff. With a 12% increase in revenue, the discipline to keep our growth in controllable expenses to 5% allows more money to go into capital improvement projects.

MOTION 17-11-02: Murphy moved and the motion carried unanimously to approve **RESOLUTION 17-11-01** Budget Adoption; **RESOLUTION 17-11-02** Set Mill Levies; **RESOLUTION 17-11-03** Appropriate Funds.

MOTION 17-11-03: Howe moved and the motion carried unanimously to allow Treasurer C. Robert Morris to sign the budget resolutions as Secretary Rondle Cole is absent.

Murphy closed the Public Hearing.

Capital Planning Committee (John Beckwith)

- Roxborough Renovations. The budget allows for updating the library and keeping it in good repair, but not doing a full-blown renovation, as the Board has indicated a desire to seek a more permanent library solution.
- James H. LaRue Renovations. Pasicznyuk shared concept ideas for the renovation. (See "2018 Facilities Renewal Program" PowerPoint.)

Human Resources Committee (Janiece Murphy)

- Update to Director's Contract. To be handled in Executive Session

FOUNDATION REPORT (John Howe)

December 5th is Colorado Gives Day. In order to have 100% support of the Foundation by the Library Board, Howe requested that all the Trustees donate to the Foundation during the Colorado Gives Day campaign.

REPRESENTATIVE REPORTS

Partnership of Douglas County Governments. The board met the new School Board members at the recent elected official's event.

TRUSTEE COMMENTS

Public Employees Retirement Association (PERA). Brown proposed that the Human Resources Committee add this to their annual review of benefits.

MOTION 17-11-04: Murphy moved and the motion carried unanimously to move into Executive Session for discussion of personnel matters C.R.S. §24-6-402(4)(f) as allowed by Colorado Open Meeting Law C.R.S. 24-6-402(4)(f).

EXECUTIVE SESSION

RETURN TO OPEN SESSION

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.

Seeing none, Murphy moved to the second Executive Session topic of negotiations.

MOTION 17-11-05: Murphy moved and the motion carried unanimously to move into Executive Session for discussion of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators. C.R.S. §24-6-402(4)(f) as allowed by Colorado Open Meeting Law C.R.S. 24-6-402(4)(f).

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Seeing none, Murphy moved on to upcoming meetings.

UPCOMING BOARD MEETINGS

Cancellation of December Board Meeting.

MOTION 17-11-06: Howe moved and the motion carried unanimously to cancel the December 2017 Board meeting.

1. **Board Meeting:** January 31, 2018, Castle Pines Library, Castle Pines Master Association Event Hall, 7:00 p.m. (Private Event at 5:30 p.m.)
2. **Executive Committee Meeting:** January 10, 2018, Castle Pines Library, 2nd Floor Conference Room, 12:00 p.m. – 1:30 p.m.
3. **Capital Planning Committee Meeting:** January 26, 2018, Lone Tree Library, Study Room #106, 10:30 a.m. – 11:30 a.m.
4. **Board Study Session:** January 26, 2018, Lone Tree Library, Event Hall, 11:30 a.m. – 1:00 p.m.

OTHER BOARD CALENDAR ITEMS

1. **DCL Foundation Meeting:** January 8, 2018, Lone Tree Library, Event Hall, Noon – 1:30 p.m. (Lunch at 11:30)
2. **Partnership of Douglas County Governments Meeting:** January 17, 2018, TBA, 7:00 a.m. – 9:30 a.m.
3. **Douglas County Youth Initiative Meeting:** January 8, 2018, Douglas County Human Services Offices, 1st Floor Conference Room, 8:30 a.m. – 11:30 a.m.
4. **Colorado Association of Libraries Legislative Committee Meeting:** January 5, 2018, Denver Public Library, 11 a.m.
5. **ALA Midwinter Conference:** February 9 -13, 2018, Denver
6. **Board of Trustees Annual Retreat:** February 24, 2018, Library 21C, Pikes Peak Library District, Colorado Springs, All day

President Murphy adjourned the meeting at 8:45 p.m.

Respectfully submitted,



Eleanor Brown, Vice-President

Minutes prepared by Patti Owen-DeLay

