

DOUGLAS COUNTY LIBRARIES  
Board of Trustees Meeting  
August 28, 2019  
Roxborough, CO

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

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

**MOTION 19-08-01:** Silverthorn moved and the motion carried unanimously to approve the agenda moving the Executive Director's report to after District Business.

The following were present:

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

Bob Morris was absent. The absence was excused.

**STAFF:** Bob Pasicznyuk, Dave Anderson, Kerri Morgan and Patti Owen-DeLay

**PUBLIC COMMENTS:** None

**APPROVAL OF MINUTES**

**MOTION 19-08-02:** Falter moved and the motion carried unanimously to approve the regular board meeting minutes of June 26, 2019, as presented.

**PRESENTATION:** Summer Reading Program, Kerri Morgan

Morgan shared the history of discovering what our patrons want from our summer reading program. The answer was fun. This knowledge was applied to the 2019 program, The Great Summer Reading Road Trip. All indicators showed success in meeting the "fun" outcome.

**DISTRICT BUSINESS**

No conflict of interest were declared.

**Alcohol Policy**

The board tabled discussion to allow for changes to the written agreement for when the district includes alcohol in an event, and for consideration of sale of alcohol. The board requested a presentation on Events & Hospitality.

**MOTION 19-08-03:** Duffy moved and the motion was tabled after discussion to approve the change to the alcohol policy allowing alcohol to be sold on District property as presented.

**MOTION 19-08-04:** Falter moved and the motion failed by roll call vote to table change to the alcohol policy.

Silverthorn – no  
Beckwith – yes  
Cole – yes  
Wood – no  
Falter – yes  
Duffy – no

**Termination of Districts 457(b) Retirement Plan**

Anderson reviewed recommendation to terminate the plan explaining that it is an old layover plan from a past plan program.

**MOTION 19-08-05:** Duffy moved and the motion carried unanimously to adopt Resolution 19-8-01, authorizing the termination of the District plan by the adoption and execution of the Amendment to the Plan document for the Douglas Public Library District Eligible Governmental 457(b) Plan and Trust.

**Trustee on Appointment Panel**

Duffy requested the board appoint a member and alternate to represent the library on the Board of County Commissioners appointment panel for new trustees.

**MOTION 19-08-06:** Duffy moved and the motion carried unanimously to appoint Silverthorn as the primary and Cole as the alternate library representative for the Board of County Commissioner new trustee appointment panel.

**2<sup>ND</sup> Quarter Financial and Investment Reports**

Anderson reviewed the District investment and financial reports.

- Anderson recommended keeping the investment funds in the short-term Colorado Trust pool.
- Revenue variances are due to timing of receipt of property taxes.
- Operating is positive due to benefits, and both programs/outreach and maintenance/capital that are just timing.
- Negatives were in facilities due to higher snow removal.
- The Highlands Ranch library renovation came in almost \$189k under budget.

**2<sup>nd</sup> Quarter Key Performance Indicators**

No discussion. Quarterly report only.

**EXECUTIVE LIBRARY DIRECTOR'S UPDATE**

Pasicznyuk shared the concept of coming up with our story and how we define “winning” as the focus of our work. Pasicznyuk suggested percentage of our population who engage with us as “winning.” In addition, a small set of other keys to success would be determined that attention is also paid.

## FOUNDATION REPORT

Owen-DeLay shared the Foundation Gala information.

**Douglas County Libraries Foundation Gala:** September 27, 2019, CU South, ticketed event. See the website for registration <https://www.dcl.org/fete-des-fables/>.

## TRUSTEE COMMENTS

Silverthorn is attending the gala and hopes others do also.

Beckwith requested an organizational chart and information on property disposal.

Falter requested for the alcohol request - What we are doing currently? What is being proposed? and Why?

## UPCOMING BOARD MEETINGS

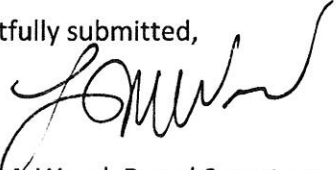
1. **Board Meeting:** September 25, 2019, Lone Tree Library, Event Hall, 7:00 p.m. (Dinner at 6:30 p.m.)
2. **Board Study Session:** September 25, 2019, Lone Tree Library, Event Hall, 5:00-6:30 p.m.

## OTHER BOARD CALENDAR ITEMS

1. **Partnership of Douglas County Governments Meeting:** September 18, 2019, James H. LaRue Library, Highlands Ranch, 7:00-9:30 a.m.
2. **Douglas County Libraries Foundation Gala:** September 27, 2019, CU South, ticketed event. See the website for registration <https://www.dcl.org/fete-des-fables/>.

Duffy adjourned the meeting at 8:20 p.m.

Respectfully submitted,

  
Louise M. Wood, Board Secretary  
Minutes prepared by Patti Owen-DeLay

