

DOUGLAS COUNTY LIBRARIES  
Board of Trustees Regular Meeting  
June 28, 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, Ron Cole, Sean Duffy, John Howe, Bob Morris and Janiece Murphy

All trustees were present.

**STAFF:** Bob Pasicznyuk, Susan Byrne, Tammy Clausen, Amber DeBerry, Art Glover, and Patti Owen-DeLay

**PUBLIC COMMENT:** None.

**CONSENT AGENDA**

**MOTION 17-06-01:** Morris moved and the motion carried to approve the consent agenda consisting of the minutes of the meeting May 24, 2017 as corrected for upcoming meeting dates.

**STRATEGIC UPDATE**

Pasicznyuk overviewed the upcoming board retreat visioning exercise.

DeBerry reviewed the demographics report requested by the retreat consultant in preparation for the July 7-8 Board Retreat. DeBerry noted that 77% of Douglas County Library households have a library card. This is above the national average of around 60%.

**American Library Association Conference.**

Pasicznyuk reported talking to the Santa Clara Public Library, as they are similar in size and issue to Douglas County Libraries. Pasicznyuk also heads the Public Library Association Technology Committee and they are working on what their charge should be.

Clausen came back with some interesting programming ideas.

Konishi looked at technology and met with our Bibliocommons account manager. They are looking at giving patrons one log in across multiple libraries. They are piloting a single-sign in now.

## DISTRICT BUSINESS

No one declared a conflict of interest.

### Standing Committee Reports.

#### Executive Committee (Janiece Murphy)

No report.

#### Bylaws and Policies Committee (Janiece Murphy)

No report.

#### Capital Planning Committee (John Beckwith)

- Louviers Library Closure.  
**MOTION 17-06-02:** Beckwith moved and the motion carried unanimously to approve the closure of the Louviers Library for purposes of a renovation to update and refresh the space beginning on August 2, 2017 and reopening on August 26, 2017 as recommended by the Capital Planning Committee.
- Budgeted Capital Expenditure for Upgrade and Refresh of Louviers Library.  
**MOTION 17-06-03:** Beckwith moved and the motion carried unanimously to approve the budgeted capital expenditure of \$90,000 for the upgrade and refresh of the Louviers Library as recommended by the Capital Planning Committee.
- Architect Selection for Legacy Library Renovations.  
**MOTION 17-06-04:** Beckwith moved and the motion carried unanimously to approve the selection of OPN Architects as our design and architecture vendor of choice with contract consideration anticipated later as recommended by the Capital Planning Committee.
- D-Tech Capital Expenditure Unbudgeted.  
**MOTION 17-06-05:** Beckwith moved and the motion carried unanimously to approve the non-budgeted expenditure of \$75,980 for purchase of two D-Tech Laptop Dispensers as recommended by the Capital Planning Committee.
- Community Research Consulting Contract expenditure.

Duffy expressed concerns with the agreement citing two main points:

1. Credential of the staff recommended company principal, Robert Jakubowski
2. Agreement Scope of work clarification on demographic makeup, sample size and representation of non-users

The Board tabled the matter to give staff time to address the concerns. Once the concerns are

addressed, staff will bring this back to the Board as an email poll to ensure timely gathering of data for upcoming Architect work.

- Sterling Ranch. Pasicznyuk will be meeting with the principals at Sterling Ranch and continuing conversation about a future library in the area. Beckwith requested that Pasicznyuk also inquire about water with any proposed land. The landlord of the Roxborough lease space would like to discuss possibility of the library expanding to the entire south end of the building.

#### Human Resources Committee (Eleanor Brown)

No report.

#### 2018 Board Meetings (Janiece Murphy)

**MOTION 17-06-06:** Murphy moved and the motion carried unanimously to approve the 2018 Board Meeting Dates.

#### **FOUNDATION REPORT** (John Howe)

Howe encouraged the trustees to support the Annual Foundation Gala. The next quarterly meeting of the Foundation is July 10.

#### **REPRESENTATIVE REPORTS**

Douglas County Youth Initiative (DCYI). Brown shared topics of conversation at the recent meeting were the WrapAround Program and Youth Congress.

Partnership of Douglas County Governments (PDCG). Murphy reported that she would attend the July meeting as the library board representative.

#### **TRUSTEE COMMENTS**

Parking at Parker Library. Staff is in conversations with the Town of Parker on how to resolve and handle parking issues.

Upcoming Author Events. Dan Brown and Louise Penny are coming this fall. CJ Box is also coming.

#### **UPCOMING BOARD MEETINGS**

1. **Board Meeting:** NO JULY MEETING. August 23, 2017, Parker Library, Parker Event Hall, 7:00 p.m. (Dinner at 6:30 p.m.)
2. **Executive Committee Meeting:** NO JULY MEETING. August 9, 2017, Parker Library, Event Hall A, 12:00 p.m. – 1:30 p.m.

3. **Capital Planning Committee Meeting**: NO JULY MEETING. August 17, 2017, Parker Library, 2<sup>nd</sup> Floor Conference Room, 10:30 a.m. – 11:30 a.m.
4. **Board Study Session**: August 17, 2017, Parker Library, 2<sup>nd</sup> Floor Conference Room, 11:30 a.m. – 1:00 p.m.
5. **Human Resources Committee Meeting**: No meeting scheduled
6. **Bylaws and Policies Committee Meeting**: No meeting scheduled
7. **Annual Board Retreat**:
  - a. Friday, July 7, 2017, 6 p.m. Dinner and pre-session, Parker Library
  - b. Saturday, July 8, 2017, 8 a.m. – 5 p.m. Retreat, Parker Library

#### OTHER BOARD CALENDAR ITEMS

1. **DCL Foundation Meeting**: July 10, 2017, Lone Tree Library, The Studio, Noon – 1:00 p.m.
2. **Volunteer Appreciation Night**: July 28, 2017, Parker Library, Event Hall, 6:30 p.m. – 8:30 p.m. *RSVP through Evite invitation required.*
3. **Partnership of Douglas County Governments Meeting**: July 19, 2017, Parker Library, 7:00 a.m. – 9:30 a.m.
4. **Douglas County Youth Initiative Meeting**: August 14, 2017, Douglas County Human Services Offices, 1<sup>st</sup> Floor Conference Room, 8:30 a.m. – 11:30 a.m.
5. **Colorado Association of Libraries Legislative Committee Meeting**: Starts again in September

President Murphy adjourned the meeting at 8:43 p.m.

Respectfully submitted,

*Rondle L. Cole*

Rondle L. Cole, Board Secretary

Minutes prepared by Patti Owen-DeLay

