

DOUGLAS COUNTY LIBRARIES  
Board of Trustees Regular Meeting  
September 29, 2021  
Lone Tree, Colorado

Ron Cole called the regular meeting to order at 7:00 p.m.

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

The following were present:

**TRUSTEES:** Suzanne Burkholder, Ron Cole, Daniel Danser, Terry Nolan, Meghann Silverthorn, Dawn Vaughn, and Louise Wood

Suzanne Burkholder attended virtually. All trustees were present. A quorum was present.

**STAFF:** Bob Pasicznyuk, Patti Owen-DeLay, and Jesse Politi

**PUBLIC:** Elizabeth Ferguson and Laura Simcik, students seeking MLIS degrees attending as coursework.

**PUBLIC COMMENTS**

None

**CONSENT AGENDA**

#	Item	Regarding	Page(s)
1.	Minutes	Regular Meeting August 25, 2021	Pages 5-7
2.	Board Meeting Dates	2022 Board Calendar	Pages 8-10
3.	Holidays and Closures	2022 Holiday and Closure Dates	Page 11
4.	Event Closures	2022 Storybook Holiday Closures	Page 12
5.	Annual Staff Day Closure	2022 Staff Day Closure	Page 13

**MOTION 21-09-01:** Vaughn moved and the motion carried unanimously to approve the Consent Agenda as presented, consisting of the Regular Meeting minutes of August 25, 2021; 2022 board meeting dates; holidays and closures; event closures; and annual Staff Day closure.

**EXECUTIVE LIBRARY DIRECTOR'S REPORT**

Pasicznyuk presented a virtual tour, overview and update of the Castle Rock Rebuild.

**DISTRICT BUSINESS**

No trustees declared a conflict of interest with any matters coming before the board.

Capital Planning Committee Report (Danser)

- Castle Rock Rebuild Presentation – No additional report, other than what was shared above as part of the Executive Library Director's Report.

Executive Committee Report (Cole)

Trustee Representative for Board of County Commissioner Selection Committee

Cole shared that he, Silverthorn and Wood are all up for reappointment, and are all seeking reappointment.

**MOTION 21-09-02:** Cole moved and the motion carried unanimously to appoint Nolan to serve on the Board of County Commissioner Selection Committee.

Partnership of Douglas County Governments (Danser)

Pasicznyuk reported that CDOT gave a presentation and shared projected completion dates. The “gap” project on south I-25 should be mostly complete in the next couple of months, though the entire project will take a year to fully complete. The Santa Fe project has a several-years completion timeline.

Douglas County School Districts shared that student productivity is down around the country, though not in Douglas County.

Douglas County Youth Initiative (DCYI) (Burkholder)

Burkholder reported on a recent meeting. The Youth Congress has been rescheduled to a November date. Two items the library could assist with or influence: 1. Douglas County Libraries could help scale up the message with marketing to our client base; 2. During the Youth Congress one question is “focus on being proactive, not reactive, in recreation centers and libraries.”

Urban Libraries Council (ULC) (Silverthorn)

Silverthorn stated nothing of import to note. The next board meeting is in December.

**FOUNDATION REPORT (Vaughn)**

Vaughn congratulated Amber DeBerry and her team on a fabulous gala event.

**MOTION 21-09-03:** Cole moved and the motion carried unanimously to appoint Vaughn to serve on the Douglas County Libraries Foundation Board as a Class I Director for 2022.

Personnel Committee Report (Silverthorn)

Executive Director’s Annual Review and Tool

Silverthorn proposed a timeline:

1. Updates to the tool, including a numeric column, add ability to include performance updates, and build the historical record for future boards. Updated form to be distributed and posted on SharePoint along with Pasicznyuk’s evaluation by 9/30. (Silverthorn and Owen-DeLay will do)
2. Deadline for asking for information would be 10/7. (All trustees, to Silverthorn)
3. Completed evaluation tool back electronically by 10/22. (All trustees, to Silverthorn)
4. Evaluation at the Regular Board Meeting on 10/27/21. (All trustees)

**MOTION 21-09-04:** Nolan moved and the motion carried unanimously to adopt the tool reviewed during Study Session with the noted updates and timeline as listed above.

**TRUSTEE COMMENTS**

Wood has had several recent experiences with Community Engagement and their work. She expressed that they do a fabulous job representing the library to the public, creating incredible events in our spaces that allow our patrons to be in community with one another.

#### UPCOMING BOARD MEETINGS

1. **Board Capital Planning Committee Meeting:** October 7, 2021, Castle Pines Library, 8:00 a.m. – 9:00 a.m. (Danser, Nolan and Vaughn)
2. **Board Executive Committee Meeting:** October 13, 2021, Lone Tree Library, 8:00 a.m. – 9:00 a.m. (Cole, Burkholder and Silverthorn) Location changed to Highlands Ranch Library
3. **Personnel Committee Meeting:** October 22, 2021, Castle Pines Library, 8:00 a.m. – 9:00 a.m. (Silverthorn, Burkholder and Cole) This meeting date and location were changed to October 13, 2021, Highlands Ranch Library, 9:00 a.m. – 10:00 a.m.
4. **Board Study Session:** October 27, 2021, Highlands Ranch Library, 5:30 p.m. – 6:30 p.m.
5. **Board Regular Meeting:** October 27, 2021, Highlands Ranch Library, 7:00 p.m.

#### OTHER BOARD CALENDAR ITEMS

1. **Partnership of Douglas County Governments Meeting:** November 18, 2021, Highlands Ranch Mansion, 6:00 p.m. – 8:00 p.m.

#### ADJOURN

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,



Louise M. Wood, Secretary

Minutes prepared by Patti Owen-DeLay

