

DOUGLAS COUNTY LIBRARIES
Board of Trustees Annual Meeting
January 25, 2017
Parker, CO

President Morris called the annual meeting to order at 7:00 pm.

The following were present:

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

Trustee, John Howe was absent. The absence was excused.

Morris welcomed new trustee, Sean Duffy to the Library Board.

STAFF: Jeff Konishi, Susan Byrne, Karen Gargan (attended by phone), Jaime Gotlieb, Annette Hanowski, Sharon Nemechek, Rick O'Dell, Patti Owen-DeLay

PUBLIC COMMENT: None.

CONSENT AGENDA

MOTION 17-01-01: Cole moved and the motion carried unanimously to approve the consent agenda, including the minutes of December 14, 2016; Resolution 2017-02 - the reappointments of Janiece Murphy, C. Robert Morris and John Beckwith; and the appointment of Sean Duffy.

STRATEGIC UPDATE

No report.

DISTRICT BUSINESS

No conflicts of interest were declared.

Election of Board Officers.

Morris nominated Murphy as President for 2017. No other nominations were made.

MOTION 17-01-02: Morris moved and the motion passed unanimously with Murphy abstaining to appoint Murphy as President for 2017.

Morris passed the gavel to Murphy. Murphy presided over the meeting.

Morris nominated Howe as Vice President for 2017. Murphy nominated Brown as Vice President for 2017.

MOTION 17-01-03: Murphy moved and the motion carried 5-1 with Brown abstaining to appoint Brown as Vice President for 2017.

Murphy nominated Morris as Treasurer for 2017. No other nominations were made.

MOTION 17-01-04: Murphy moved and the motion carried unanimously with Morris abstaining to appoint Morris as Treasurer for 2017.

Murphy nominated Cole as Secretary for 2017. No other nominations were made.

MOTION 17-01-05: Murphy moved and the motion carried unanimously with Cole abstaining to appoint Cole as Secretary for 2017.

Selection of 2017 Committee Chairs and Members.

1. Executive Committee: Murphy, Brown and Morris
2. Capital Planning Committee: Beckwith (Chair), Morris and Howe
3. Human Resources Committee: Brown (Chair), Cole and Duffy

Selection of Trustees for Representative Opportunities.

1. Partnership of Douglas County Governments: Beckwith with other trustees rotating through.
2. Douglas County Youth Initiative: Brown, Duffy and Cole
3. Colorado Association of Libraries Legislative Committee: Duffy
4. Douglas County Libraries Foundation: John Howe was selected previously for this role.

Designation of Official Posting Location.

Beckwith requested that we post physical notices at the location holding the meeting. After discussion it was decided to keep just the Philip S. Miller Library as the physical posting location. All meeting information is on the website.

MOTION 17-01-06: Morris moved and the motion carried unanimously to designate Philip S. Miller Library, 100 S. Wilcox Street, Castle Rock as the official posting location for all public notices required by law for the Douglas County Libraries Board of Trustees.

Standing Committee Reports.

Executive Committee.

Quarterly Financial Report. Gargan reviewed the financial and investment reports.

PERA. Murphy has requested that the Board be advised about PERA. This is slotted as a topic for the March study session.

Capital Planning Committee.

Purchase of property in Castle Rock. Closing date is February 10, 2017. There are no concerns through this due diligence period. We are looking to retain the current Property Management Company for future property management.

Efforts to modify our participation in the current common area agreement are proceeding. Property owners have until the end of January 2017 to respond.

Carpet at Philip S. Miller Library. Discussion ensued around the moisture problems and mitigation at the Philip S. Miller Library with putting in carpeting prior to the full renovation and moisture solution. The carpet product has a moisture barrier and we are expecting 50-60% reuse.

MOTION 17-01-07: Morris moved and the motion carried unanimously to close the Philip S. Miller Library May 15, 2017 – May 21, 2017 for replacement of carpet.

Human Resources Committee. No report.

FOUNDATION REPORT

Murphy reported on behalf of John Howe. The Annual Foundation meeting was held on January 9th. Three new members have joined the Foundation board; Rochelle Logan, Geoff Eliason and David Wikoff.

Tera Radloff is the Chair, Jarrod Lassen is the Vice-Chair. The 2017 budget was adopted, along with policies.

TRUSTEE ANNOUNCEMENTS

Brown praised Community Relations for the Santa sensory story time.

UPCOMING BOARD MEETINGS

1. **Board Meeting:** February 22, 2017, Castle Pines Library, Castle Pines Master Association Event Hall, 7:00 p.m. (Dinner at 6:30 p.m.)
2. **Executive Committee Meeting:** No meeting in February
3. **Capital Planning Committee Meeting:** February 16, 2017, Castle Pines Library, Study Room, 10:30 a.m. – 11:30 a.m.
4. **Board Study Session:** No Study Session in February
5. **Human Resources Committee Meeting:** No meeting in February

OTHER BOARD CALENDAR ITEMS

1. **DCL Foundation Meeting**: April 3, 2017, Castle Pines Library, 1st Floor Conference Room, Noon – 1:00 p.m.
2. **Partnership of Douglas County Governments Meeting**: March 15, 2017, City of Lone Tree, 7:00 a.m. – 9:30 a.m.
3. **Douglas County Youth Initiative Meeting**: April 3, 2017, 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**: February 3, 2017, Denver Public Library Main Branch, 10:00 a.m.

President Murphy adjourned the meeting at 8:10 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Ron Cole".

Ron Cole, Board Secretary

Minutes prepared by Patti Owen-DeLay