

DOUGLAS COUNTY LIBRARIES
Board of Trustees Meeting
September 25, 2019
Lone Tree, 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 19-09-01: Wood 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, Sean Duffy, Lawrence Falter, Bob Morris, Meghann Silverthorn, and Louise Wood

Ron Cole was absent. The absence was excused.

STAFF: Bob Pasicznyuk, Talayna Akrie, Dave Anderson, Amber DeBerry and Patti Owen-DeLay

PUBLIC COMMENTS: None

APPROVAL OF MINUTES

MOTION 19-09-02: Falter moved and the motion carried unanimously to approve the regular board meeting minutes of August 28, 2019, as presented.

PRESENTATION: Events & Hospitality, Amber DeBerry and Talayna Akrie

DeBerry and Akrie gave an overview of Events & Hospitality and growth in services as added opportunities were provided for meeting space use.

DISTRICT BUSINESS

No conflicts of interest were declared.

Alcohol Policy

The board tabled discussion in August and tonight is revisiting the request to remove the ban on sale of alcohol on District property after getting additional information and hearing the presentation on Events & Hospitality.

MOTION 19-09-03: Duffy moved and the motion passed unanimously to approve the change to the Alcohol Policy as presented, allowing for the sale of alcohol on District property.

Access Policy

This was an item the board requested be rewritten.

MOTION 19-09-04: Duffy moved and the motion passed unanimously to approve the addition to the Access Policy as stated below.

Amendment between paragraphs 1 and 2 below Library Bill of Rights; add:

“The District will provide specific information annually to all parents and guardians on how to exercise these controls for their children's use of library resources. This information will be provided to all new applicants for children's cards upon receipt of the card.”

MOTION 19-09-05: Duffy moved and the motion passed unanimously to approve the Access Policy as amended.

Collection Policy

MOTION 19-09-06: Duffy moved and the motion passed unanimously to approve the Collection Policy as rewritten.

Appeals Policy

MOTION 19-09-07: Duffy moved and the motion passed unanimously to approve the Appeals Policy as rewritten.

Audit Engagement Letter

MOTION 19-09-08: Duffy moved and the motion passed unanimously to approve the Audit Engagement Letter with Eide Bailly.

Property Management Agreement

MOTION 19-09-09: Duffy moved and the motion passed unanimously to accept the agreement with Newmark Knight Frank for management of the Castle Rock property and to authorize Executive Library Director Bob Pasicznyuk to execute the agreement.

Assessors Certification of Values

Anderson reviewed the Certification of Values from the county assessor. This is double our increase in property tax revenue over 2019.

Follow-up Requests from Trustee Beckwith

Information on organizational structure and disposal of surplus items was presented and answered Beckwith's questions.

EXECUTIVE LIBRARY DIRECTOR'S UPDATE

Success Metrics

Pasicznyuk reiterated work begun on determining success metrics. The three success metrics in discussion are market share, customer experience, and brand awareness. This topic will be discussed further in a future study session.

Castle Rock – Philip S. Miller Renovation Update

Timeline is continued work on 50% schematic design and cost estimate or model to come to the board in first quarter 2020 with a proposal.

FOUNDATION REPORT

DeBerry reported that this year's gala is the fifth Fete des Fables at CU South Denver, a change in venue giving more space to grow attendance. There are a number of new sponsors this year. This year's theme and book is "The Jungle Book." Right after the gala, the work toward Colorado Gives begins.

TRUSTEE COMMENTS

Morris expressed enjoyment at attending the gala.

Beckwith expressed disappointment with the location of board meeting notice on the website.

UPCOMING BOARD MEETINGS

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

OTHER BOARD CALENDAR ITEMS

1. **Partnership of Douglas County Governments Meeting**: November 7, 2019, Cherokee Ranch & Castle, 6:00 p.m.

MOTION 19-09-10 to adjourn: Duffy adjourned the meeting at 8:55 p.m.

Respectfully submitted,


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

