

Board of Trustees Special Meeting Agenda

Douglas County Libraries
Monday, December 14, 2020
5:00 P.M.
Remote Call-In

CALL TO ORDER

Presiding: Ron Cole, President

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

ATTENDANCE**PUBLIC COMMENTS****MINUTE APPROVAL**

MOTION Approval of the minutes of December 2, 2020

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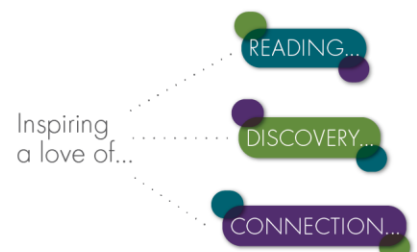
DISTRICT BUSINESS

Do any board members have a conflict of interest to disclose regarding any of the below matters? If so, please recuse yourself, and return to the meeting after discussion has ended.

Capital Planning Committee

Executive Session Packet

MOTION for Executive Session for discussion of matters relating to negotiation position as allowed by Colorado Open Meeting Law C.R.S. §24-6-402(4)(f).

EXECUTIVE SESSION**RETURN TO OPEN MEETING****TRUSTEE COMMENTS**

UPCOMING BOARD MEETINGS

Currently Scheduled:

1. **Board Special Meeting**: December 21, Remote Call-In, 5:00 p.m.
2. **Board Special Meeting**: December 28, Remote Call-In, 5:00 p.m.

OTHER BOARD CALENDAR ITEMS

Partnership of Douglas County Governments Elected Officials Meeting:

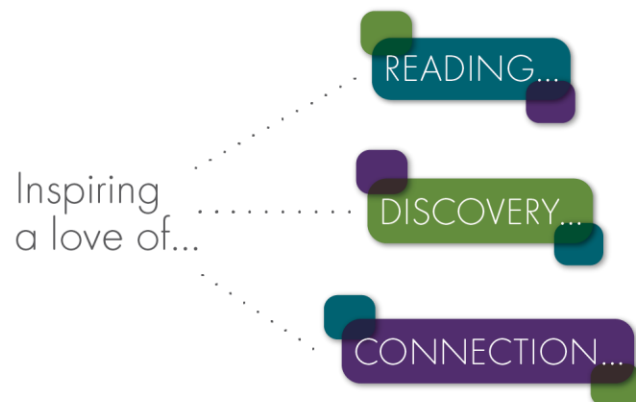
December 16, 2020, Remote Call-In 7:30 – 9:00 a.m.

ADJOURN



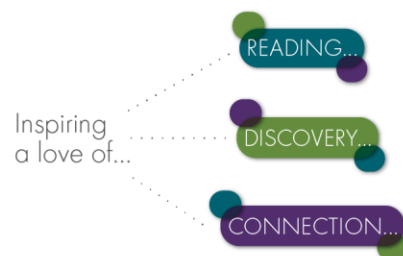
Board of Trustees

Special Meeting
Monday, December 14, 2020



#	Item	
1.	Minutes	Regular Meeting & Budget Public Hearing December 2, 2020

MOTION: I move to accept the December 2, 2020 regular board meeting minutes as presented.



DOUGLAS COUNTY LIBRARIES
Board of Trustees Meeting
Regular Meeting and Public Hearing for Budget Adoption
December 2, 2020
Remote Call-In

President 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.

MOTION 20-12-01: Vaughn moved and the motion carried unanimously to approve the agenda as presented.

The following were present:

TRUSTEES: Suzanne Burkholder, Ron Cole, Dan Danser, Sean Duffy, Meghann Silverthorn, Dawn Vaughn, and Louise Wood

STAFF: Bob Pasicznyuk, Dave Anderson, Jill Corrente, Julianne Griffin, Michael King, and Patti Owen-DeLay

Amber DeBerry joined the meeting at 7:30 p.m.

PUBLIC: Dave Hieronymus, and from Fransen Pittman: John Pittman, Jeff Pittman, Dave Eddy, and Alan Anderson

PUBLIC COMMENT:

Dave Hieronymus shared appreciation for Douglas County Libraries as a result of the leadership of the Board of Trustees and Executive Library Director, Bob Pasicznyuk. Hieronymus further expressed appreciation for Pasicznyuk's leadership with the Help & Hope Center seeing how his skill in that role also carries into his role with the library.

John Pittman from Fransen Pittman expressed appreciation for the relationship with Douglas County Libraries. Pittman shared a cost estimate at today's prices for putting the Parker library, built in 2016, in Castle Rock. He further stated that the \$20.9 million price shows a better-than-expected cost due to COVID downturns in the construction industry.

APPROVAL OF CONSENT AGENDA

MOTION 20-12-02: Cole moved and the motion carried unanimously to approve the Consent Agenda consisting of the November 24, 2020, special board meeting minutes as presented.

PUBLIC HEARING

Cole opened the public hearing, stating: The Douglas County Libraries Board of Trustees is now convened and I now hereby open the Public Hearing. In compliance with Colorado Statutes, and as legally noticed, a public hearing is being held on December 2, 2020, for the purpose of adopting the Final Budget for 2021.

The proposed 2021 Budget is in your packet and is made a part of these Resolutions and is presented for adoption as the Final Budget of the Douglas County Libraries for 2021.

No adjustments are being proposed at this time.

At this time the board will be pleased to hear any citizens' comments concerning the Douglas County Libraries Final Budget for 2021. Do we have any citizens who would like to make comment?

No public comments were made on the adoption of the 2021 budget.

MOTION 20-12-03: Danser moved and the motion carried unanimously to adopt **RESOLUTION 2020-12-02** Adopting a Budget.

MOTION 20-12-04: Duffy moved and the motion carried unanimously to adopt **RESOLUTION 2020-12-03** Setting Mill Levies, and **RESOLUTION 2020-12-04** Appropriating Sums of Money as presented.

Cole closed the Public Hearing.

EXECUTIVE LIBRARY DIRECTOR'S UPDATE

Pasicznyuk shared that his board packet report focused on accomplishments in 2020 instead of focusing on the constraints due to COVID.

DISTRICT BUSINESS

No one declared a conflict of interest.

Recognition of Retiring Trustee

MOTION 20-12-05: Cole moved and the motion carried unanimously to adopt **RESOLUTION 20-12-01** recognizing retiring trustee Sean Duffy.

Third Quarter Key Performance Indicator (KPI) Report

Duffy asked when a new set of indicators will be in place as expressed earlier in the year by Pasicznyuk.

Pasicznyuk stated that it will be a first quarter 2021 goal to replace this report with new metrics that have greater meaning against private service businesses.

Danser asked about the ROI in the KPI report and Pasicznyuk explained it. Burkholder asked about an ROI comparison against Arapahoe Library District. Pasicznyuk promised to have that discussion at a future meeting.

Capital Planning Committee

Easement with the Town of Castle Rock

MOTION 20-12-06: Cole moved and the motion carried unanimously to approve the waterline easement giving the Town of Castle Rock a permanent, non-exclusive easement at the point indicated in Exhibit A to the Easement Agreement which would allow third parties to connect to the Town of Castle Rock's water main. Note: The Exhibit shows an old ownership name.

Executive Committee

No report.

Personnel Committee

Executive Library Director's Annual Review

MOTION 20-12-07: Silverthorn moved and the motion carried unanimously to enter into Executive Session as per Colorado Open Meeting Law for discussion of: personnel matters C.R.S. §24-6-402(4)(f).

EXECUTIVE SESSION

The board moved into Executive Session at 7:28 p.m.

RETURN TO OPEN SESSION

The board returned to open meeting at 8:25 p.m. For the record, if any person who participated in the Executive Session believes that any substantial discussion of any matters not included in the motion to go into the Executive Session occurred during the Executive Session, or that any improper action occurred during the Executive Session in violation of Colorado Open Meeting Law, I ask that you state your concerns for the record.

Hearing none,

FOUNDATION REPORT

DeBerry reviewed the plan for Colorado Gives Day coming next Tuesday, December 8, 2020, and encouraged everyone to support the libraries by contributing to the library Foundation.

DeBerry also shared that Tera Radloff and Rochelle Logan will be ending their terms on the Foundation Board. Cole will be moving off, and Vaughn will be replacing him.

TRUSTEE COMMENTS

Silverthorn asked to record agreed-upon steps by motion regarding Pasicznyuk's review so that the board isn't in violation of contract deadlines.

MOTION 20-12-08: Silverthorn moved and the motion carried unanimously to have the Personnel Committee meet in December and report back to the board where things are with Pasicznyuk's goals.

UPCOMING BOARD MEETINGS

Owen-DeLay shared that the requested weekly Special Board Meetings for Fulcrum negotiations discussion and/or updates will be held remotely, on Mondays at 5:00 p.m. beginning on December 14, 2020, until no longer needed and canceled when not needed.

1. **Board Meeting:** February 24, 2021, Douglas County Libraries in Castle Pines, Castle Pines North Master Association Event Hall, 7:00 p.m. (Dinner at 6:30 p.m.)
2. **Board Study Session:** February 24, 2021, Douglas County Libraries in Castle Pines, Castle Pines North Master Association Event Hall, 5:00 p.m.
3. **Informal Board Breakfast:** January 27, 2021, location to be announced, 8:00 a.m.

COMMITTEE MEETINGS

1. **Capital Planning Committee Meeting:** January 7, 2021, Douglas County Libraries in Castle Pines, First Floor Conference Room, 8:00 a.m. (Trustees Danser and Vaughn)
2. **Executive Committee Meeting:** January 13, 2021, Douglas County Libraries in Lone Tree, The Studio, 8:00 a.m. (Trustees Cole and Silverthorn)
3. **Personnel Committee Meeting:** January 15, 2021, Douglas County Libraries in Castle Pines, First Floor Conference Room, 8:00 a.m. (Trustees Silverthorn, Burkholder and Cole)
4. **Capital Planning Committee Meeting:** February 4, 2021, Douglas County Libraries in Castle Pines, First Floor Conference Room, 8:00 a.m. (Trustees Danser and Vaughn)
5. **Executive Committee Meeting:** February 10, 2021, Douglas County Libraries in Lone Tree, The Studio, 8:00 a.m. (Trustees Cole and Silverthorn)
6. **Personnel Committee Meeting:** February 19, 2021, Douglas County Libraries in Castle Pines, First Floor Conference Room, 8:00 a.m. (Trustees Silverthorn, Burkholder and Cole)

OTHER BOARD CALENDAR ITEMS

1. **Partnership of Douglas County Governments Meeting:** December 16, 2020, Remote Call-In, 7:30 a.m.
2. **Partnership of Douglas County Governments Meeting:** January 20, 2021, location to be announced

ADJOURN

The meeting was adjourned at 8:36 p.m.

Respectfully submitted,

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