

Board of Trustees Special Meeting Agenda

Douglas County Libraries in Castle Pines
Monday, March 16, 2020
4:30 P.M.
Conference Call in # (720)-733-4361

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

MOTION TO APPROVE MINUTES

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1. Minutes – February 12, 2020

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DISTRICT BUSINESS

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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.

ACTION ITEMS

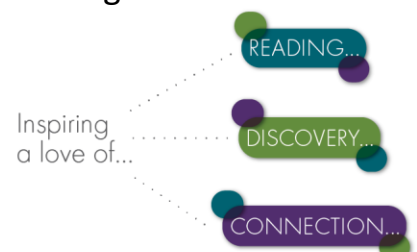
- COVID-19 Response and Closure of Douglas County Libraries
 - **MOTION:** Close Douglas County Libraries for a period of time
 - **MOTION:** Cancel March 25, 2020 Regular Board Meeting
 - **MOTION:** Set recurring weekly COVID-19 response meeting – noticed and posted so action can occur if required
- **MOTION:** Resolutions in Recognition of Retired Trustees
 - Morris
 - Beckwith
 - Falter

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TRUSTEE COMMENTS



UPCOMING BOARD MEETINGS

1. **Board Meeting**: April 29, 2020, Douglas County Libraries in Roxborough, Meeting Room, 7 p.m. (Dinner at 6:30 p.m.)
2. **Board Study Session**: April 29, 2020, Douglas County Libraries in Roxborough, Meeting Room, 5 p.m. - 6:30 p.m.
3. **Board Annual Retreat**: May 2, 2020, Douglas County Libraries in Highlands Ranch, Event Hall A, 9 a.m. - 4 p.m.

OTHER BOARD CALENDAR ITEMS

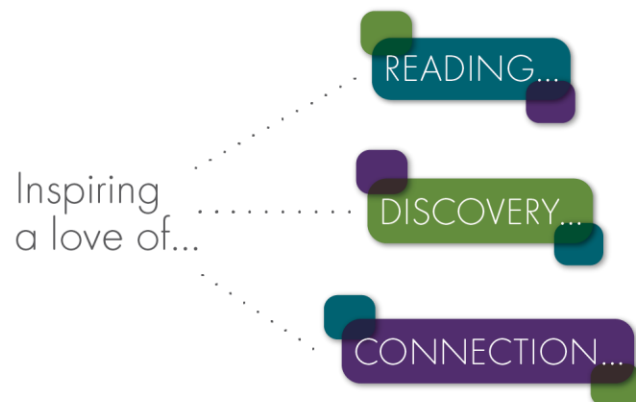
1. **Partnership of Douglas County Governments Meeting**: May 20, 2020, Douglas County Government, Douglas County Events Center, 7:00 a.m. - 9:30 a.m.
2. **Douglas County 2020 State of the County**: March 31, 2020, 7:30 a.m. - 9:00 a.m., CU South Denver. THIS MEETING IS STILL SCHEDULED, BUT MAY BE CANCELLED.

ADJOURN



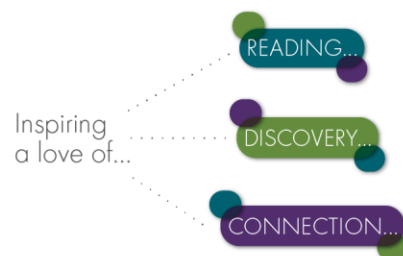
Board of Trustees

**Special Meeting
March 16, 2020**



#	Item	
1.	Minutes	Annual Meeting February 12, 2020

MOTION: I move to accept the February 12, 2012 annual board meeting minutes as presented



DOUGLAS COUNTY LIBRARIES
Board of Trustees Meeting
February 12, 2020
Castle Rock, CO

President Duffy 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, Sean Duffy, Meghann Silverthorn, Dawn Vaughn and Louise Wood

All trustees were present. A quorum was present.

STAFF: Bob Pasicznyuk, Dave Anderson, Amber DeBerry, Chuck Geoffrion, Jesse Politi, Kate Prestwood, Andrea Wyant, Patti Owen-DeLay

GUESTS: Chef Jacque, Sergeant Attila Denes, and Angela Blake

PUBLIC: Jean Sherer

WELCOME NEW TRUSTEES

President Duffy welcomed Burkholder, Danser and Vaughn to the board.

PUBLIC COMMENTS

Jean Sherer spoke against removal of James H. LaRue name from the Highlands Ranch library and requested that the board reconsider the decision, reinstating the name.

CONSENT AGENDA

MOTION 20-02-01: Danser moved and the motion carried unanimously to approve the consent agenda as presented.

PRESENTATION: 2019 A Year in Review

It would be too much to share all our 2019 accomplishments, so tonight we will highlight three:

1. DCL Camps – Amber DeBerry overviewed our school break and summer camps. Chef Jacque with Sticky Fingers shared what happens at a cooking camp.
2. Crisis Intervention Training – Sergeant Attila Denes shared the Crisis Intervention Training and modifications made to make this training available to library staff who deal with the public with mental challenges.

3. DCL Digital – Andrea Wyant talked about how brains react the same whether reading a physical book or listening to an audiobook. Wyant walked trustees through using Libby to download audiobooks.

EXECUTIVE LIBRARY DIRECTOR'S REPORT

No report beyond the year in review.

DISTRICT BUSINESS

No one declared a conflict of interest.

ANNUAL MEETING ITEMS

Election of Officers: Duffy opened nominations and elections of officers.

Duffy nominated Cole as President for 2020. No other nominations were made.

MOTION 20-02-02: Duffy moved and the motion passed unanimously to appoint Cole as President for 2020.

Duffy passed the gavel and chair of the meeting to Cole.

Cole nominated Wood as Secretary for 2020. No other nominations were made.

MOTION 20-02-03: Cole moved and the motion carried unanimously to appoint Wood as Secretary for 2020.

Cole nominated Duffy as Treasurer for 2020. No other nominations were made.

MOTION 20-02-04: Cole moved and the motion carried unanimously to appoint Duffy as Treasurer for 2020.

Duffy nominated Silverthorn as Vice President for 2020. No other nominations were made.

MOTION 20-02-05: Duffy moved and the motion passed unanimously to appoint Silverthorn as Vice President for 2020.

Committee Appointments:

Capital Planning Committee.

MOTION 20-02-06: Burkholder moved and the motion carried unanimously to appoint Danser as Capital Planning Committee Chair with Duffy and Vaughn as committee members.

Personnel Committee.

MOTION 20-02-07: Cole moved and the motion carried unanimously to appoint Silverthorn as Personnel Committee Chair with Cole and Burkholder as committee members.

Appointment of Representative Opportunities

Partnership of Douglas County Governments.

Douglas County Libraries is a partner organization of the Partnership of Douglas County Governments.

MOTION 20-02-08: Duffy moved and the motion carried unanimously to appoint Danser as board representative for the Partnership of Douglas County Governments.

Douglas County Youth Initiative.

The Douglas County Youth Initiative, a program through the Partnership of Douglas County Governments, supports early intervention and collaboration of youth services in the county.

MOTION 20-02-09: Duffy moved and the motion carried unanimously to appoint Burkholder as board representative for the Douglas County Youth Initiative.

Douglas County Libraries Foundation.

The library board appointed Cole in late 2019 as Director I to the Douglas County Libraries Foundation for 2020.

Other Business

Quarterly Investment Report.

Anderson presented an overview of the investments and fixed assets.

Quarterly KPI Report.

No discussion.

FOUNDATION REPORT

Cole reported on the Foundation annual meeting and budget approval. High priority is recruitment and getting planned giving in.

TRUSTEE COMMENTS

NOTE: Wood clarified her trustee comment on the 12-02-19 minutes and they are updated to read: Wood – A public body must remember that a named building is an honor but also a burden when the named individual is still living. The named individual retains a tacit representative of the institution and his or her actions can be considered reflective of the institution and its values. The removal of LaRue’s name leaves him free to live his life and take whatever private and public actions he likes without concern for their impact on the library.

UPCOMING BOARD MEETINGS

1. **Board Meeting**: March 25, 2020, Douglas County Libraries in Parker, Event Hall A, 7 p.m. (Dinner at 6:30 p.m.)
2. **Board Study Session**: March 25, 2020, Douglas County Libraries in Parker, Event Hall A, 5 p.m. - 6:30 p.m.
3. **Board Annual Retreat**: May 2, 2020, Douglas County Libraries in Highlands Ranch, Event Hall A, 9 a.m. - 4 p.m.

OTHER BOARD CALENDAR ITEMS

1. **Partnership of Douglas County Governments Meeting**: March 18, 2020, Town of Parker, 7:00 a.m. - 9:30 a.m.
2. **Douglas County 2020 State of the County**: March 31, 2020, 7:30 a.m. - 9:00 a.m., CU South Denver.

ADJOURN MOTION 20-02-10: Cole moved and the motion passed unanimously to adjourn the meeting at 8:12 p.m.

Respectfully submitted,

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

Item	Preparatory Work	Motion
COVID-19: District Closure	Consider if the library district should be closed for some period of time due to the COVID-19 emergency. Executive Library Director Bob Pasicznyuk is proposing a closure from March 17, 2020 – April 5, 2020	I move to approve the closure of Douglas County Libraries from March 17, 2020 – April 5, 2020
Cancellation of March 25, 2020 Study Session and Regular Board Meeting	Does the board want to hold the Regular Board Meeting scheduled for March 25, 2020 and the preceeding Study Session? Or shall these meetings be cancelled?	I move to cancel the March 25, 2020 Regular Board Meeting and Study Session.
Set a weekly recurring, conference call update meeting during the COVID-19 emergency	A recurring meeting would allow the board to hear updates and discuss what they hear, it would also allow the board to have noticed, actionable meetings on the books if action becomes necessary as the COVID-19 emergency is impacting the district.	I move to set a weekly recurring, conference call meeting for COVID-19 updates and action as needed. Meetings will be cancelled if there is no update and/or action.
Resolutions honoring retired trustees Bob Morris, John Beckwith, and Lawrence Falter	Review Resolutions 2020-03-01SP, 2020-03-02SP and 2020-0303SP for adoption. Once the COVID-19 emergency is settled, we can invite them to a meeting to personally recognize them. This action just takes care of the paperwork.	I move to adopt Resolutions 2020-03-01SP, 02SP, and 03SP recognizing retiring trustees Bob Morris, John Beckwith, and Lawrence Falter.



RESOLUTION NUMBER 2020-03-01SP

A RESOLUTION OF APPRECIATION
HONORING THE SERVICE OF
C. Robert Morris
AS A TRUSTEE
DOUGLAS COUNTY LIBRARIES BOARD

WHEREAS, Bob Morris, as a Trustee on the Douglas County Libraries Board, serving May 2010 through December 2019, significantly contributed to the governance of the Library District;

WHEREAS, the performance of his duties and responsibilities was characterized by dedication to the District's vision of elevating our community by inspiring a love of reading, discovery and connection;

NOW, THEREFORE, BE IT RESOLVED BY THE DOUGLAS COUNTY LIBRARIES DISTRICT BOARD OF TRUSTEES THAT THE SERVICE OF C. ROBERT MORRIS AS A TRUSTEE IS DEEPLY APPRECIATED.

PASSED, APPROVED AND ADOPTED this 16th day of March 2020 by the Douglas County Libraries Board of Trustees, Douglas County, Colorado on a first and final reading by a unanimous vote.

Douglas County Libraries

Library District

Board of Trustees

Robert W. Pasicznyuk, Executive Library Director

Rondle L. Cole, Board President



RESOLUTION NUMBER 2020-03-02SP

A RESOLUTION OF APPRECIATION
HONORING THE SERVICE OF
John Beckwith
AS A TRUSTEE
DOUGLAS COUNTY LIBRARIES BOARD

WHEREAS, John Beckwith, as a Trustee on the Douglas County Libraries Board, serving January 2014 through December 2019, significantly contributed to the governance of the Library District;

WHEREAS, the performance of his duties and responsibilities was characterized by dedication to the District's vision of elevating our community by inspiring a love of reading, discovery and connection;

NOW, THEREFORE, BE IT RESOLVED BY THE DOUGLAS COUNTY LIBRARIES DISTRICT BOARD OF TRUSTEES THAT THE SERVICE OF JOHN BECKWITH AS A TRUSTEE IS DEEPLY APPRECIATED.

PASSED, APPROVED AND ADOPTED this 16th day of March 2020 by the Douglas County Libraries Board of Trustees, Douglas County, Colorado on a first and final reading by a unanimous vote.

Douglas County Libraries

Library District

Board of Trustees

Robert W. Pasicznyuk, Executive Library Director

Rondle L. Cole, Board President



RESOLUTION NUMBER 2020-03-03SP

A RESOLUTION OF APPRECIATION
HONORING THE SERVICE OF
Lawrence Falter
AS A TRUSTEE
DOUGLAS COUNTY LIBRARIES BOARD

WHEREAS, Lawrence Falter, as a Trustee on the Douglas County Libraries Board, serving September 2018 through December 2019, significantly contributed to the governance of the Library District;

WHEREAS, the performance of his duties and responsibilities was characterized by dedication to the District's vision of elevating our community by inspiring a love of reading, discovery and connection;

NOW, THEREFORE, BE IT RESOLVED BY THE DOUGLAS COUNTY LIBRARIES DISTRICT BOARD OF TRUSTEES THAT THE SERVICE OF LAWRENCE FALTER AS A TRUSTEE IS DEEPLY APPRECIATED.

PASSED, APPROVED AND ADOPTED this 16th day of March 2020 by the Douglas County Libraries Board of Trustees, Douglas County, Colorado on a first and final reading by a unanimous vote.

Douglas County Libraries

Library District

Board of Trustees

Robert W. Pasicznyuk, Executive Library Director

Rondle L. Cole, Board President