

DOUGLAS COUNTY LIBRARIES
Board of Trustees Regular Meeting
August 25, 2021
Roxborough, 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

All trustees were present. A quorum was present.

STAFF: Bob Pasicznyuk, Dave Anderson, and Patti Owen-DeLay

PUBLIC COMMENTS

None

CONSENT AGENDA

- Minutes June 30, 2021

MOTION 21-08-01: Meghann Silverthorn moved and the motion carried unanimously to approve the Consent Agenda as presented, consisting of the Regular Meeting minutes of June 30, 2021.

EXECUTIVE LIBRARY DIRECTOR'S REPORT

Pasicznyuk updated the board on the current status of the Strategic Plan that will be put into the budget for commencement in 2022.

DISTRICT BUSINESS

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

Capital Planning Committee Report (Danser)

- Update on the Castle Rock rebuild project – There will be a virtual walk-through of the new library plan at the September meeting. First conversations with subcontractors on bids will be coming in and financials will be finalized.

- Closure of Lone Tree library for carpet replacement

MOTION 21-08-02: Danser moved and the motion carried unanimously to close the Lone Tree library on Friday, September 17, 2021, through Tuesday, September 21, 2021, for carpet replacement.

- Touchless Door Openers

MOTION 21-08-03: Danser moved and the motion carried unanimously to approve the budgeted capital expenditure of \$75,000 for touchless door openers on all restroom doors at Parker, Lone Tree, and Castle Pines libraries.

Personnel Committee Report (Silverthorn)

Silverthorn will bring the completed package for the Executive Director's annual review and compensation to the next meeting for acceptance. The board discussed the range of salaries received and asked for more granularity, which has been received. This information will be used to create review/compensation ranges for the review.

Executive Committee Report (Cole)

Cole updated the board on the recent committee meeting, and asked for action on the audit engagement letter.

- Audit Engagement Letter
MOTION 21-08-04: Cole moved and the motion carried unanimously to approve the engagement with Eide Bailly as outlined in the engagement letter for the 2021 library audit, completing the five-year contract.
- Second-Quarter Finance Reports
Anderson highlighted aspects of the reports. Anderson is investigating opportunities for higher interest investment.

Partnership of Douglas County Governments (Danser)

Danser reported on the partnership meeting held at the Parker library in July. The meeting included a lengthy PowerPoint presentation by the state demographer. Danser highlighted points from the presentation.

Douglas County Youth Initiative (DCYI) (Burkholder)

On July 29, the DCYI met in a follow-up meeting with elected officials and other county officials to talk about mental health pressures. Next steps are to get this group to use county mapping resources for finding mental health support.

Burkholder formed a book group of seniors and teens to read and discuss the book "The Exiles" and then Douglas County Libraries hosted an author talk that was open to the community.

FOUNDATION REPORT (Vaughn)

The 6th Annual Gala will be September 24, 2021. All trustees are encouraged to attend. The Family Fete is sold out and has a waiting list.

TRUSTEE COMMENTS

Silverthorn updated the board on her meeting with the Urban Libraries Council board.

UPCOMING BOARD MEETINGS

1. **Board Executive Committee Meeting:** September 8, 2021, Lone Tree Library, 8:00 a.m. – 9:00 a.m. (Cole, Burkholder and Silverthorn)
2. **Personnel Committee Meeting:** September 8, 2021, Lone Tree Library, 9:00 a.m. – 10:00 a.m. (Cole, Burkholder and Silverthorn) **Note: Meeting will be rescheduled to another date.**
3. **Board Capital Planning Committee Meeting:** September 9, 2021, Castle Pines Library, 8:00 a.m. – 9:00 a.m. (Danser, Nolan and Vaughn) **Note: Meeting will be rescheduled to another date.**
4. **Board Study Session:** September 29, 2021, Lone Tree Library, 5:30 p.m. – 6:30 p.m. **New**

5. **Board Regular Meeting:** September 29, 2021, Lone Tree Library, 7:00 p.m.


OTHER BOARD CALENDAR ITEMS

1. **Family Fete:** August 28, 2021, Lone Tree Library (ticketed event), <https://www.dcl.org/fete-des-fables/>
2. **Partnership of Douglas County Governments Meeting:** September 15, 2021, Douglas County School District, 7:00 a.m. - 9:30 a.m.
3. **Staff Appreciation Day:** September 17, 2021, Highlands Ranch Library
4. **Fete des Fables Gala:** September 24, 2021, Denver Marriott South (ticketed event), <https://www.dcl.org/fete-des-fables/>

ADJOURN

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,


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

