

DOUGLAS COUNTY LIBRARIES
Board of Trustees Budget Amendment Public Hearing and Business Meeting
February 22, 2023
Castle Rock, Colorado

President Burkholder called the business meeting to order at 5:31 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, Jessica Kallweit, Zach McKinney, Terry Nolan, Meghann Silverthorn, and Ted Vail

Meghann Silverthorn attended via telephone.

Rick LaPointe was absent. The absence was excused. A quorum was present.

STAFF: Bob Pasicznyuk, Tammy Clausen, Casie Cook, Jill Corrente, Amber DeBerry, Susie DeSersa, Jo Ellen Erickson, Jaime Gotlieb, May Lee, Patti Owen-DeLay, Jesse Politi, and Robin Warnke

PUBLIC: Jake Spratt and Molly Bolin, representatives for Sterling Ranch; and Harris Pavino, library volunteer

PUBLIC COMMENTS: None

GUESTS: Retired trustee Dawn Vaughn

CONSENT AGENDA: Nothing was removed from the consent agenda. There was no discussion.

MOTION 23-02-01: McKinney moved and the motion carried unanimously to approve the consent agenda consisting of the Annual Board Meeting Minutes of January 25, 2023, PC Replacements Budgeted Capital Expenditure, Colorado Special Districts Insurance Pool Member Representative Designation Form, and ratification of the December 2022 email poll regarding 2023 Holiday Closures. Kallweit seconded the motion.

RECOGNITION OF RETIRING TRUSTEES

Burkholder read the resolutions honoring the service of Dan Danser and Dawn Vaughn.

MOTION 23-02-02: Nolan moved and the motion carried unanimously to adopt Resolution 2023-02-01 honoring the service of Dawn P. Vaughn and Resolution 2023-02-02 honoring the service of Daniel Danser. Vail seconded the motion.

Trustees shared appreciation for both retired trustees, citing their contributions and impact.

PRESENTATION

Pasicznyuk shared that staff were present to speak about Douglas County Libraries services for older adults, now called Ageless. Tammy Clausen, Customer Experience Manager, and Jaime Gotlieb, Community Services & Partnerships Manager, shared work being done on this Strategic Plan strategy for community service to better understand, focus and implement services for our growing senior population.

PUBLIC HEARING FOR 2023 BUDGET AMENDMENT

Burkholder 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 February 22, 2023, for the purpose of amending the 2023 budget previously adopted on December 7, 2022.

The proposed 2023 Budget Amendment is in the board packet and is made a part of these Resolutions and is presented for adoption. Pasicznyuk shared that the amendment is needed because payout on the Castle Rock new build project was unknown when we approved the budget; this amendment brings unspent money on the project into the 2023 budget for payout.

Burkholder stated that the board would be open to citizens' comments concerning the Douglas County Libraries 2023 Budget Amendment.

No public comments were made.

MOTION 23-02-03: Kallweit moved and the motion carried unanimously to adopt Resolution 2023-02-03 amending and re-appropriating funds for the 2023 budget. McKinney seconded the motion.

The 2023 Budget Amendment passed as presented.

Burkholder closed the Public Hearing.

EXECUTIVE LIBRARY DIRECTOR'S REPORT

Pasicznyuk shared:

- Updates on the Castle Rock new build project
- Customer comment on digital newspapers
- Fourth Quarter 2022 Key Performance Indicators (KPI)
- Fourth Quarter Strategic Response Report
- Highlights from the Division Quarterly Reports
- Connections being made with Douglas County elected officials
- Conversations on Facilities Master Plan growth, and an opportunity with Sterling Ranch

Sterling Ranch representatives have proposed a model for a new library in Sterling Ranch. Pasicznyuk asked for a discussion with the board about preference of being in a complex model,

i.e., one tenant in a larger building, or a campus model, i.e., one freestanding building with other freestanding buildings. The board identified advantages and disadvantages with both.

Burkholder asked about when Certificates of Participation (COPs) could be paid off in full. Pasicznyuk stated that the COPs can be paid off in full starting in 2024.

DISTRICT BUSINESS

No conflicts of interest were declared.

Executive Committee

Nolan shared discussions from the Executive Committee meeting earlier this month focused on:

- Sterling Ranch’s conversations with Pasicznyuk concerning a new library in Sterling Ranch
- 2023 Budget Amendment need
- Public comments about newspapers
- A question from a commissioner on the library’s action concerning the IGA with the Douglas County Community Foundation
- Hosting the Partnership of Douglas County Governments in March
- Meetings are being formed for the Succession Planning Committee
- Annual election of officers voting process proposed change will be presented later this year for next year’s elections
- Upcoming meetings with the Board of County Commissioners
- Game of Thrones customer letter
- Violence against staff
- Meth in libraries in the news
- Handling customer communications/feedback

Ad Hoc Policy Review Committee Update

No report.

PARTNER REPORTS

Partnership of Douglas County Governments (PDCG)

No report.

Douglas County Youth Initiative (DCYI)

- McKinney reported that he met with staff DCYI liaison Jaime Gotlieb
- Will meet with Marsha in March
- April 24 will be the Outstanding Youth Awards
- Will prepare for October 3 Youth Congress beginning in August

Urban Libraries Council (ULC)

No meeting, update is the same as last month.

Silverthorn did have a conversation with the ULC Strategic Planning Consultant. Silverthorn reiterated to them the need to consider the less-urban libraries when planning, as these libraries tend toward more traditional library roles versus social or social justice work.

Douglas County Libraries Foundation (DCLF)

No report.

Exploratory Committee to Memorialize Kendrick Castillo

Silverthorn reported that the committee has not met. Silverthorn would like to know if the Castillos have interest in the library book idea.

TRUSTEE COMMENTS

Silverthorn hopes that other trustees will attend the library's Spring Storybook Holiday: Silly Old Bear's Blustery Day event. McKinney also plans to attend.

Burkholder asked that trustees give thought to other subjects about library services or offerings that they want to hear or be informed about, and, secondly, to think about goals or objectives for the board.

UPCOMING BOARD MEETINGS

1. **Board Executive Committee:** March 9, 2023, Castle Pines Library, 8:00 a.m.
2. **Board Succession Committee:** March 9, 2023, Castle Pines Library, 9:30 a.m.
3. **Board Ad Hoc Policy Committee Meeting:** March 29, 2023, Parker Library, 3:00 p.m.-4:00 p.m.
4. **Board Study Session:** March 29, 2023, Parker Library, 4:00 p.m.-5:00 p.m.
5. **Board Business Meeting:** March 29, 2023, Parker Library, 5:30 p.m.
6. **Board Annual Retreat:** April 15, 2023, Parker Library, 9:00 a.m.-2:00 p.m.

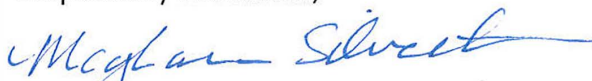
OTHER BOARD CALENDAR ITEMS

1. **Partnership of Douglas County Governments Meeting:** March 15, Parker Library, 7:00 a.m.
2. **New Castle Rock Topping Out Party:** March 16, 2023, new Castle Rock Library, 11:30 a.m.-1:00 p.m.

ADJOURN

Burkholder adjourned the meeting at 6:45 p.m.

Respectfully submitted,



Meghann Silverthorn, Board Secretary
Minutes prepared by Patti Owen-DeLay

