

DOUGLAS COUNTY LIBRARIES
Board of Trustees Business Meeting
September 27, 2023
Parker, Colorado

President Burkholder called the business meeting to order at 5:30 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, Rick La Pointe, Zach McKinney, Terry Nolan, Meghann Silverthorn, and Ted Vail

Rick LaPointe attended via conference phone.

A quorum was present.

STAFF: Bob Pasicznyuk, Casie Cook, Jill Corrente, Patti Owen-Delay, Lisanna Parkhurst, and Jesse Politi

GUESTS: Parker Police Department Officer Rachael Obermeyer. Customer Bill Gernert. Sterling Ranch representatives: Scott Janson, Resident Advisory Committee; Greg King, Resident Advisory Committee and Board member, Metro District 3; and Andrew Casazza, Board member, Metro District 3. Sterling Ranch Community Authority Board: Jessica Towles, and Gary Debus and Sterling Ranch, LLC, Susan Beckman and Jake Spratt.

PUBLIC: Abe Laydon, George Teal, Lora Thomas, Phyllis Tlimesy, Meg Furlow, John Berry, Patti Russell, Pam Spradlin, Brooke Bernstein, Priscilla Queen, Randy Reed, Max Brooks, Tami Jrkuboski, Rick O'Dell, Alexander Taylor, Hannah Brandon, Jim Weglarz, Brenda Skoglund

PUBLIC COMMENTS: All speakers during public comment were residents of Douglas County.

Commissioner Abe Laydon: In favor of naming the Castle Rock library after Philip S. Miller as previously named.

Commissioner George Teal: In favor of naming the Castle Rock library after Philip S. Miller as previously named. Honor Miller's contributions as a hero of Douglas County.

Commissioner Lora Thomas: In favor of naming the Castle Rock library after Philip S. Miller as previously named. Honor the action of the 1980 board and resolution naming the library the Philip S. Miller Library.

Meg Furlow: Against removing content from the library. Agrees with board decision in August. Encourages board to support library staff when doing budget.

John Berry: In favor of naming the Castle Rock library after Philip S. Miller as previously named.

Patti Russell: In favor of naming the Castle Rock library after Philip S. Miller as previously named.

Brooke Bernstein: In favor of naming the Castle Rock library after Philip S. Miller as previously named. Consider the work of librarians when considering budget tonight.

Priscilla Queen: In favor of naming the Castle Rock library after Philip S. Miller as previously named.

Castle Rock Town Council Member Max Brooks: In favor of naming the Castle Rock library after Philip S. Miller as previously named. Castle Rock Town Council signed a letter also supporting this position.

Jim Weglarz: President of History Douglas County group. In favor of naming the Castle Rock library after Philip S. Miller as previously named. Consider the work of librarians when considering budget tonight.

That concluded the public comments portion of the meeting.

CONSENT AGENDA: Item #4, 2024 board meeting dates, was removed from the consent agenda. There was no discussion.

MOTION 23-09-01: Nolan moved and the motion carried unanimously to approve the consent agenda consisting of the August 23, 2023, Board Business Meeting minutes, 2024 holiday closures, 2024 Staff Day closure, and Owen-Delay nomination for Colorado Special District Pool Board. Vail seconded the motion.

DISTRICT BUSINESS

No conflicts of interest were declared.

Naming of the Castle Rock Library

Speaker Bill Gernert spoke on naming the new Castle Rock library in honor of Philip S. Miller. Gernert thanked the board for considering restoring the name of Philip S. Miller to the Castle Rock library. Philip S. Miller was instrumental in creating and funding Douglas County Library District. Gernert recommended including Philip S. Miller's wife, Jessie, in the name as well to reflect her important contributions to Douglas County Libraries.

MOTION 2023-09-02: Silverthorn *moved* and the motion carried unanimously as amended to adopt Resolution 2023-09-01 naming the library facility opened in Castle Rock on August 26, 2023, in honor of Philip S. Miller and Jerry Miller. Asking that staff resolve whether it is "Jessie" or "Jerry" Miller. Nolan seconded the motion.

MOTION 2023-09-03: Kallweit *moved* and the motion carried unanimously to amend motion 2023-09-02 to add Mrs. Miller to the building name. Philip and Jerry (or Jessie) Miller Library. Silverthorn seconded the motion.

Later in the meeting, prior to committee reports, the board revisited the above motions to clarify the name.

MOTION 2023-09-08: Silverthorn moved and the motion carried unanimously to amend motion 2023-09-02 and Resolution 2023-09-01 clarifying that the name of the new Castle Rock library be the Philip and Jerry Miller Library, and that the Event Hall at the Castle Rock library be opened up for a new naming opportunity. Kallweit seconded the motion.

While Mrs. Miller was born "Jessie," she became known as "Jerry" and "Jerry" is the name that Mr. Miller put on her gravestone when she preceded him in death.

2024 Board Meeting Dates - removed from Consent Agenda

Silverthorn questioned having only one informal opportunity for the board to meet in 2024. The board requested a second opportunity.

MOTION 2023-09-04: Silverthorn moved and the motion carried unanimously to approve the 2024 meeting calendar, with the addition of a second opportunity for the board to meet informally in July 2024. Nolan seconded.

Castle Pines Urban Renewal Authority District

Bob Pasicznyuk shared information on the Intergovernmental Agreement for the Castle Pines Urban Renewal Authority District. Pasicznyuk noted that after attorney review and discussion with Castle Pines the agreement was revised to limit the effect on residential property. Nolan inquired about allowing an agreement review in five years.

MOTION 23-09-05: Nolan moved and the motion carried unanimously to have staff renegotiate the Castle Pines Urban Renewal Authority District IGA for better terms. McKinney seconded the motion.

Sterling Ranch

Community members of Northwest Douglas County spoke with the board, asking that this area of the county be given a larger, non-leased library.

Representing the Chatfield Basin/Northwest Douglas County

Alex Taylor, Metro District 2 Representative of the Chatfield Basin/Northwest Douglas County, shared:

- Wanting a new library in Northwest Douglas County to replace the current Roxborough branch.
- Current population is larger than Castle Pines.
- Developers have offered land to build a library.
- This area wants a community gathering spot.
- Capital fund can build and operate this library if the district keeps available revenue.

Andrew Casazza, Metro District 3 Representative, wants economic parity and to keep up with the rest of Douglas County.

Scott Janson, Resident Advisory Committee Member, wants a new library for the five communities in Chatfield Basin, stating it would be a great plus for the area and increase home values.

Susan Beckman, Director of Sterling Ranch Development, wants a library on the proposed site in the Sterling Ranch town center area. Growth is strong in this area, which currently has over 6,500 residents and is zoned for 12,500.

Jake Spratt, General Counsel for Sterling Ranch, wants a new library to reflect the projected growth in Sterling Ranch of both single-family homes and multi-family rental units.

2024 Budget Direction

Discussion ensued on the historical anomaly for 2024 with unprecedented growth in property values leading to unprecedented growth in property tax, along with the ballot measure in November, Proposition HH, that could mandate growth. Staff needs board direction to prepare a draft budget for the October 15 statutory deadline. A 14% increase results in approximately \$2 million for capital improvements. A 7.2% increase would keep operating budget with no cuts over 2023 budget numbers but offer \$0 for capital improvements.

MOTION 23-09-06: Nolan moved and the motion carried 4 to 3 to direct staff to prepare and submit a 2024 budget within a general budget growth limit of 14% as compared to the 2023 budget. Kallweit seconded the motion.

Appoint Representative for Trustee Appointment Panel

Trustee Nolan's District III board seat is up for renewal. Nolan is seeking reappointment, and the Board of County Commissioners will follow their process, opening it up for applications. The Library is asked to have a representative on their trustee appointment panel that recommends a candidate to the Board of County Commissioners.

MOTION 23-09-07: Kallweit moved and the motion carried unanimously to appoint Burkholder as the Library Representative for the Board of County Commissioners Trustee Appointment Panel. McKinney seconded the motion.

Executive Committee

Nolan reported that in addition to conversations about the September board meeting agendas, the committee talked about the appeals process and Castle Rock grand opening.

Policy Committee

Nolan reported that initial review has been done on all policies. Revised internal policies covering administrative matters, Human Resources, and finance will be presented at the October meeting for board consideration.

Succession Committee

Silverthorn reported that the committee reviewed the latest draft, clarifying that an interim would be named to quickly step in in the event the Executive Library Director was removed or

incapacitated. The plan will be presented to the board for consideration of adoption at the October board meeting.

EXECUTIVE LIBRARY DIRECTOR

Pasicznyuk reviewed the second quarter 2023 KPI, second quarter 2023 Strategic Report, and second quarter 2023 Division Reports. Library Leadership is creating an action plan regarding the Gallup Staff Engagement Survey results.

Grand opening at Castle Rock library was very successful. Parking lot will be completed in the next two months. Have retained some construction contingencies that will come back to the library.

PARTNER REPORTS

Partnership of Douglas County Governments (PDCG)

Vail shared that the recent meeting included a presentation from Douglas County School District.

Douglas County Youth Initiative (DCYI)

McKinney reported that the DCYI youth congress is coming up. McKinney will attend.

Urban Libraries Council (ULC)

Silverthorn shared ULC will meet in December in Austin. Silverthorn will attend. ULC released a resolution against book banning.

Foundation

It is a requirement of the Foundation to have one library board representative. This representative is a Class I Director and is expected to donate at least \$1 to the Foundation annually, and to represent what the Foundation is doing to the board and monitor alignment between the Foundation and the board. Jessica Kallweit is the current representative.

MOTION 23-09-09: Silverthorn moved and the motion carried unanimously to appoint Jessica Kallweit as the 2024 Class I Director for the Douglas County Libraries Foundation. McKinney seconded the motion.

The Foundation's Annual Fete des Fables Gala, the Snow Queen, is September 29, 2023. The Gala is sold out.

EXECUTIVE SESSION

Executive Library Director's Review and Compensation

MOTION 23-09-10: Nolan moved and the motion carried unanimously to move into executive session pursuant to C.R.S., Section 24-6-402(4)(f), C.R.S., for the purposes of discussing personnel matters related to the Executive Library Director's performance review and compensation. Kallweit seconded the motion.

The board returned to open session at 9:02 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, the meeting continued.

MOTION 23-09-11: Nolan moved and the motion carried unanimously to approve the time in position adjustment as outlined by Brown & Brown for the Executive Library Director. McKinney seconded the motion.

TRUSTEE COMMENTS

Nolan appreciated Patti Owen-DeLay's presentation at the Special District Association Conference on Parliamentary Procedure, presented along with the Library's Legal Counsel, Linda Glesne and Maddie Phillips.

Burkholder was pleased a community solution was found for naming the Castle Rock library.

UPCOMING BOARD MEETINGS

1. **Executive Committee Meeting:** October 12, 2023, Douglas County Libraries at Castle Pines, 8:00 a.m.
2. **Board Study Session:** October 25, 2023, Douglas County Libraries at Highlands Ranch, 4:00 p.m.
3. **Board Business Meeting:** October 25, 2023, Douglas County Libraries at Highlands Ranch, 5:30 p.m., Dinner at 5:00 p.m.

Please Note: The annual Library and Foundation Board dinner has been moved to December 6, 2023.


OTHER BOARD CALENDAR ITEMS

1. **Annual DCL Foundation Gala:** September 29, 2023, 6:00 p.m., Highlands Ranch Mansion
2. **Partnership of Douglas County Governments Meeting:** November 9, 2023, 5:30 p.m., Lone Tree Arts Center

ADJOURN

Burkholder adjourned the meeting at 9:07 p.m.

Respectfully submitted,


Meghann Silverthorn, Board Secretary
Minutes prepared by Lisanna Parkhurst

