

DOUGLAS COUNTY LIBRARIES
Board of Trustees Budget Public Hearing and Business Meeting
December 4, 2024
Castle Rock, CO

President Nolan 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 LaPointe, Zach McKinney, Terry Nolan, Meghann Silverthorn, and Ted Vail

A quorum was present. Silverthorn attended via conference phone.

STAFF: Bob Pasicznyuk, Casie Cook, Amy Fischer, and Patti Owen-DeLay

SECURITY: Officer Gorman, Castle Rock Police

PUBLIC: Library Staff, Becky Spilver and Jesse Politi

PUBLIC COMMENT: None

CONSENT AGENDA

1. Minutes October 23, 2024, Board Business Meeting
2. Minutes November 26, 2024, Board Special Meeting
3. Playscapes Email Poll Ratification
4. Colorado Open Records Request Policy Memo
5. Citizen Review Request Policy Memo
6. Cyber Event Final Accounting

MOTION 24-12-01: Kallweit moved and the motion carried unanimously to approve the minutes of October 23, 2024, and November 26, 2024, the Playscape Email Poll ratification, Colorado Open Records Policy changes, Citizen Review Request Policy changes, and the Cyber Event final accounting as presented. LaPointe seconded the motion.

LIBRARY BUSINESS

No trustee declared any conflict of interest for any business before the board during this meeting.

BUDGET PUBLIC HEARING

Nolan 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, this public hearing is being held on December 4, 2024, for the purpose of adopting the Final Budget for 2025.

The proposed 2025 Budget is in your packet and is made a part of these Resolutions and is presented for adoption as the Final Budget of Douglas County Libraries for 2025.

No adjustments are being proposed to the presented budget.

Nolan stated that the board would be open to citizens' comments concerning Douglas County Libraries' Final Budget for 2025.

No public comments were made on the adoption of the 2025 budget.

MOTION 24-12-02: LaPointe moved and the motion carried unanimously to adopt **Resolution 2024-12-02** Adopting a Budget, **Resolution 2024-12-03** Setting Mill Levies, and **Resolution 2024-12-04** Appropriating Sums of Money. Burkholder seconded the motion.

The 2025 budget passed as presented.

Nolan closed the Public Hearing.

Action Items

- Castle Rock Brickyard Urban Renewal Authority Intergovernmental Agreement (CR URA IGA)

Pasicznyuk reviewed the agreement coming to the board and indicated he is seeking direction from the board to negotiate as he has done with other Urban Renewal Authority (URA) agreements.

Burkholder asked for some future reporting and accounting of the URA.

LaPointe requested that the board get a presentation on URA before acting to accept the agreement.

MOTION 24-12-03: Kallweit moved and the motion carried unanimously to direct the Executive Library Director to negotiate terms with the Town of Castle Rock for the Castle Rock Brickyard Urban Renewal Authority Intergovernmental Agreement by ensuring residential properties are not included, and terminating the agreement when revenue goals have been met, or by a future termination date. McKinney seconded the motion.

- Recognition of Retiring Trustee Jessica Kallweit

Nolan thanked Kallweit for her service and the pleasure in serving with her, as did other trustees. Burkholder called out Kallweit's efforts in the naming of the Philip & Jerry Miller Library to include Mrs. Miller in the name.

Nolan read the resolution recognizing Kallweit's service.

MOTION 24-12-04: Nolan moved and the motion carried unanimously to adopt **Resolution 2024-12-01** recognizing the service of Library Trustee Jessica Kallweit. McKinney seconded the motion.

Kallweit thanked the board and shared her journey.

Executive Library Director Report

Pasicznyuk thanked the board for the quick turnaround with the playscape email poll to keep that work moving in this fourth quarter.

Pasicznyuk introduced new Director of Customer Experience Amy Fischer.

Pasicznyuk reported that this quarter showed the highest net promoter score the library has had to date.

Finally, Pasicznyuk shared that many Booked for the Holidays events are happening now, ending the year with one of the library's biggest seasons.

PARTNER REPORTS

Partnership of Douglas County Governments

Vail shared information about the Elected Officials Reception held last month, noting the good people that were in the room putting themselves forward for service.

Douglas County Youth Initiative (DCYI)

McKinney shared that DCYI had their annual retreat a couple weeks ago. There is a new truant coordinator. 2025 Outstanding Youth Awards will be in April 2025.

Owen-DeLay shared status on the new DCYI Intergovernmental Agreement that is still being evaluated by the other partners even though the library approved the agreement. Staff will bring the agreement back once it is in final form. The increase in budget expenditure was included in the 2025 budget approved earlier in this meeting.

Urban Libraries Council (ULC)

Silverthorn shared that ULC will be meeting tomorrow night and the next day. ULC is lobbying to get libraries included in career support legislation.

Silverthorn is happy to continue her term with ULC through April 2025 even if not reappointed to the library board in 2025.

Douglas County Libraries Foundation

Owen-DeLay encouraged the board to donate before the end of the year if they haven't already as staff is hoping that all members of both the Foundation and library boards are donors. Having all library leadership donate supports the library and Foundation when seeking grants.

EXECUTIVE SESSION

Pasicznyuk waived his right to have the discussion in open meeting.

MOTION 24-12-05: LaPointe moved and the motion carried unanimously to move into executive session pursuant to C.R.S. Section 24-6-402(4)(f) for the purpose of discussing personnel matters related to the Executive Library Director's compensation and contract. McKinney seconded the motion.

The board moved into executive session at 5:56 p.m.

The board returned to open session at 6:18 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, Nolan asked that they state their concerns for the record.

Hearing none, the meeting continued.

MOTION 24-12-06: Kallweit moved and the motion carried unanimously to authorize Terry Nolan to confer with the library personnel attorney to implement necessary procedures to contribute \$5,000 to Pasicznyuk's retirement fund. McKinney seconded the motion.

TRUSTEE COMMENTS

LaPointe thanked the board in case this is his last meeting, sharing his enjoyment in serving with everyone. LaPointe hopes to be reappointed.

Silverthorn also hopes to be reappointed and shared that it's been an honor serving.

UPCOMING BOARD MEETINGS

- **Board Executive Committee:** December 12, 2024, Castle Pines Library, 8:00 a.m.
- **Board Executive Committee:** January 16, 2025, Castle Pines Library, 8:00 a.m.
- **Board Study Session:** January 29, 2025, Philip & Jerry Miller Library at Castle Rock, 4:00 p.m.
- **Board Annual Business Meeting:** January 29, 2025, Philip & Jerry Miller Library at Castle Rock, 5:30 p.m. (Dinner at 5:00 p.m.)

OTHER MEETINGS

- **Partnership of Douglas County Governments:** January 15, 2025, Location to be Announced, 7:00 a.m. breakfast, 7:30 a.m. meeting.

ADJOURN

Nolan adjourned the meeting at 6:31 p.m.

Respectfully submitted,
Suzanne Burkholder, Board Secretary
Minutes prepared by Patti Owen-DeLay
Approved MOTION 25-01-01, Date 01/29/2025