

DOUGLAS COUNTY LIBRARIES
Board of Trustees Annual Meeting
February 23, 2022
Lone Tree, CO

Interim President Vaughn called the annual 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, Jessica Burt, Daniel Danser, Rick LaPointe, Terry Nolan, Meghann Silverthorn, and Dawn Vaughn

All trustees were present. A quorum was present.

STAFF: Bob Pasicznyuk, Jill Corrente, Lisanna Parkhurst, and Patti Owen-DeLay

GUESTS: Susan Strebel Sperber, Special Counsel with Lewis Roca; Jeff Pittman, Project Manager with Fransen Pittman General Contractors; and Linda Glesne, General Counsel with Cockrel Ela Glesne Greher & Ruhland, P.C.

PUBLIC COMMENTS: None

CONSENT AGENDA

1.	Minutes – December 1, 2021	pgs. 7-10
2.	Minutes Special Meeting – December 1, 2021	pgs. 11-12
3.	Minutes Special Meeting – December 15, 2021	pgs. 13-14
4.	Trustee Appointments and Reappointment	page 15
5.	Notice of Annual Posting Location	page 16
6.	Budgeted Capital Expenditure – PC Replacements	page 17
7.	Request for Late Opening for Storybook Holiday at Parker on 3/27	page 18

MOTION 22-02-01: Vaughn moved and the motion carried unanimously to approve the consent agenda, including the December 1, 2021, meeting minutes, December 1, 2021, special meeting minutes, December 15, 2021, special meeting minutes, Board of County Commissioner Appointment Resolution #002-007, annual designation of Board Public Notice posting place, Budgeted Capital Expenditure for PC replacements, and late opening for Parker library Storybook Holiday 2022, as corrected noting that at the December 1, 2021, meeting Terry Nolan was in attendance, not Sean Duffy. Silverthorn seconded the motion.

EXECUTIVE LIBRARY DIRECTOR'S REPORT

Pasicznyuk stated that given the contract before the board, he kept his written report sparse. Pasicznyuk highlighted items coming in the March board report.

DISTRICT BUSINESS

Annual Meeting Elections and Appointments

Election of Officers

Board Structure

The board discussed whether they should keep the committee structure as is or make modifications.

MOTION 22-02-02: Vaughn moved and the motion carried unanimously to disband the Capital Planning and Personnel Committees, and that the Capital Planning Committee work would come to the full board, and the Personnel Committee work would be handled by the Executive Committee. Nolan seconded.

Approval of Ballot Process

The board discussed moving from nominating elections to a ballot election for board officers, as allowed by Colorado Open Meeting Law.

MOTION 22-02-03: Silverthorn moved and the motion passed unanimously that the voting for the 2022 annual elections of officers be done by ballot, using the ballot derived from the informal poll of interest done prior to the start of the meeting. Burkholder seconded the motion.

Confirmation of Ballot Slate

MOTION 22-02-04: Silverthorn moved and the motion passed unanimously to accept the 2022 ballot slate as presented. LaPointe seconded the motion.

The board completed its anonymous ballots. Owen-DeLay read the results into the record:

President - Dawn Vaughn

Vice-President - Suzanne Burkholder

Treasurer - Rick LaPointe

Secretary - Terry Nolan

Appointment of Representative Opportunities

Vaughn asked the current representatives to share information about what the opportunity entails before the appointment process.

Partnership of Douglas County Governments

Douglas County Libraries is a partner organization of the Partnership of Douglas County Governments, formed to collaborate on countywide initiatives.

MOTION 22-02-05: Danser moved and the motion carried unanimously to appoint Nolan as the 2022 board representative for the Partnership of Douglas County Governments. Burkholder seconded the motion.

Douglas County Youth Initiative

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

MOTION 22-02-06: Burkholder moved and the motion carried unanimously to appoint LaPointe as the 2022 board representative for the Douglas County Youth Initiative. Silverthorn seconded the motion.

Burkholder mentioned that Silverthorn represents the library on a national level as a board member of the Urban Libraries Council.

Capital Planning Committee Report

Danser reported on the February meeting discussions of the PC budgeted capital expenditure and a review of the Castle Rock project.

Castle Rock Rebuild Project

Pasicznyuk stated that the board is at the point in the project requiring contract amendment updates and to confirm the Guaranteed Maximum Price (GMP). Pasicznyuk reviewed the project financial forecast to-date.

MOTION 22-02-07: Burkholder moved and the motion carried unanimously to approve the updated contract addendum with Fransen Pittman Contractors, which authorizes staff to proceed with the Castle Rock project as outlined in the design-build contract previously approved by the board. (Motion 21-01-05SP, Motion 21-02-10, and Motion 21-03-03). LaPointe seconded the motion.

Executive Committee Report

Vaughn shared that the committee talked about having two representatives from the board, instead of one, represent the library along with Pasicznyuk at the annual meeting with the Board of County Commissioners. The board president traditionally represents the board.

MOTION 22-02-08: Burkholder moved and the motion carried unanimously for Silverthorn to be the second board representative for the 2022 annual meeting with the Douglas County Board of County Commissioners. Danser seconded the motion.

Personnel Committee Report

Danser noted that due to the Executive Session, the Personnel Committee report is deferred to later in the meeting.

Partnership of Douglas County Governments (PDCG)

Pasicznyuk shared that the meeting was held at the Lone Tree library. Partners gave update reports and Douglas County presented on mental health initiatives.

Douglas County Youth Initiative (DCYI)

Burkholder shared that the Outstanding Youth Award (ages 13-19) is forthcoming, with nomination deadline of March 4 and ceremony on April 25. The next meeting is in March.

Urban Libraries Council (ULC)

ULC is an international association of libraries, offering a forum for leadership to share best practices and innovate.

Silverthorn is on the board of ULC, and shared highlights from the December 3, 2021, meeting in Washington D.C. The next meeting is April 8, 2022.

FOUNDATION REPORT (Vaughn)

Vaughn reported on the January annual meeting, stating 2022 focus is on board recruitment, support of annual fundraisers, Colorado Gives Day, and the endowment fund.

EXECUTIVE SESSION

Vaughn stated the reasons and statute citations for moving into Executive Session, asking for a motion.

MOTION 22-02-09: Vaughn moved and the motion carried unanimously that the board retire into Executive Session, pursuant to C.R.S., Section 24-6-402(4)(b) and Section 24-6-402(4)(e) and Section 24-6-402(4)(f), C.R.S., for the purposes of receiving legal advice on specific legal questions, determining positions relative to matters that may be subject to negotiations, and discussing personnel matters related to the Executive Library Director's contract and annual evaluation. The motion was seconded by Nolan.

RETURN TO OPEN SESSION

The board returned to open meeting at 9:35 p.m.

Vaughn stated: 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 board proceeded with discussion to amend the Executive Library Director's contract, making the following motion:

MOTION 22-02-10: Silverthorn moved and the motion carried unanimously instructing Special Counsel Susan Sperber to make changes discussed to the Executive Library Director's contract for action at the March meeting. Nolan seconded.

TRUSTEE COMMENTS

Vaughn commended the library district on the Alice in Wonderland event, citing another wonderful experience.

UPCOMING BOARD MEETINGS

1. **Capital Planning Committee Meeting:** Wednesday, March 9, 2022, Douglas County Libraries in Lone Tree, The Studio, 8 a.m.
2. **Personnel Committee Meeting:** Thursday, March 17, 2022, Douglas County Libraries in Castle Pines, 1st Floor Conference Room, 8 a.m.
3. **Executive Committee Meeting:** Monday, March 21, 2022, Douglas County Libraries in Castle Pines, 1st Floor Conference Room, 8 a.m.
4. **Board Meeting:** Wednesday, March 30, 2022, Douglas County Libraries in Castle Rock, Event Hall East, 7:00 p.m.
5. **Board Retreat:** Saturday, May 14, 2022, Douglas County Libraries in Highlands Ranch, Event Hall B, 9 a.m.-1 p.m.

OTHER BOARD CALENDAR ITEMS

1. **Partnership of Douglas County Governments Meeting:** Wednesday, March 16, 2022, Highlands Ranch Metro District, 7:30 a.m.-9:30 a.m.

ADJOURN

Vaughn adjourned the meeting at 9:38 p.m.

Respectfully submitted,



Terry Nolan, Board Secretary
Minutes prepared by Patti Owen-DeL...

