

DOUGLAS COUNTY LIBRARIES
Board of Trustees Regular Meeting
March 30, 2022
Castle Rock, CO

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, Terry Nolan, Meghann Silverthorn, and Dawn Vaughn

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

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

GUESTS: Ron Cole and Louise Wood

PUBLIC COMMENTS:

Louise Wood shared appreciation for being able to serve on the library board.
Ron Cole concurred with Wood's statements.

CONSENT AGENDA

1.	Minutes Annual Meeting – February 23, 2022
2.	Record Study Session – February 23, 2022
3.	Email Poll – Disposition of Gazebo at Castle Rock – Philip S. Miller Library
4.	2022 Trustee Manual Updates

MOTION 22-03-01: Danser moved and the motion carried unanimously to approve the consent agenda, consisting of the February 23, 2022, annual meeting minutes and study session record, the email poll for disposition of the gazebo at the Castle Rock – Philip S. Miller library, and the 2022 Trustee Manual updates. Silverthorn seconded the motion.

EXECUTIVE LIBRARY DIRECTOR'S REPORT

Pasicznyuk reported that the move of the gazebo top at the Castle Rock – Philip S. Miller library to the Lowell Ranch as part of the Castle Rock rebuild project was successful. He updated the board on the timeline and upcoming easements for the project. The project is still on time for a May excavation start and groundbreaking even though permitting is still in process.

Pasicznyuk spoke about upcoming legislation, as highlighted in his packet. Colorado SB22-004—libraries have been removed from the bill. Unionization Efforts seem stalled, but are still wait-and-see.

Pasicznyuk reviewed the 2021 fourth quarter Key Performance Indicator report, citing visits are still below 2019 numbers while other numbers are actually heading back toward previous numbers. The eNPS listed is just a baseline number to start tracking employees as promoters and staff are determining a target range for the employee net promoter score.

DISTRICT BUSINESS

No trustees declared a conflict of interest with any items in front of the board for discussion or action.

- Recognition of Retiring Trustees Ron Cole and Louise Wood
Vaughn read the resolutions honoring the service of Cole and Wood.

MOTION 22-03-02: Burkholder moved and the motion carried unanimously to adopt Resolution 2022-03-01 honoring the service of Rondle L. Cole and Resolution 2022-03-02 honoring the service of Louise M. Wood. Nolan seconded the motion.

- 2021 Fourth Quarter Key Performance Indicator Report
Pasicznyuk reported on this above. There was no other discussion or comment.
- Closure Policy
Pasicznyuk shared the reasoning for this request of policy change. Silverthorn asked for clarification on weather closures.

MOTION 22-03-03: Nolan moved and the motion carried unanimously to adopt the amended Closure Policy that reads: The Board annually approves the District holiday closures and all Districtwide closures unless due to extreme weather or emergency. The Library Director has discretion for delayed openings, early closure, or closure of a single location. Burkholder seconded the motion. Due to a lack of full board, the motion, though carried, did not pass and will go to the April regular meeting for a second reading, where it can pass by a majority vote.

- Board Self-Evaluation and Goals Discussion
Vaughn proposed that the board take time at the May annual retreat to set goals and to evaluate the self-evaluation document. There was general consensus to continue this annual practice, as stated in the bylaws, and to do so at the annual retreat.
- Board Bylaws Project Discussion
Vaughn prefaced the bylaws project citing an almost 10-year period since the bylaws have been reviewed en masse, and a need to review them for any updates or changes.

MOTION 22-03-04: Nolan moved and the motion carried unanimously to appoint Burt and Silverthorn as the Bylaws Review Task Force to work with staff to bring

recommended updates to the board at the June regular board meeting. Burt seconded the motion.

EXECUTIVE SESSION

Vaughn stated the reasons and statute citations for moving into Executive Session.

MOTION 22-03-05: Vaughn moved and the motion carried unanimously that the board retire into Executive Session, Pursuant to C.R.S., Section 24-6-402(4)(e) and Section 24-6-402(4)(f), C.R.S., for the purposes of determining positions relative to matters that may be subject to negotiations, and discussing personnel matters related to the Executive Library Director’s contract. The motion was seconded by Nolan.

RETURN TO OPEN SESSION

The board returned to open meeting at 7:46 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:

Executive Library Director’s Contract

MOTION 22-03-06: Danser moved and the motion carried unanimously to enter into the employment contract with Executive Library Director Robert Pasicznyuk as presented. Nolan seconded the motion.

There was discussion led by Silverthorn about timing of amending the evaluation process to better reflect current library process and the need for the board to approve the Executive Library Director’s 2022 goals. Staff will work on the process for consideration along with Pasicznyuk’s goals at the April board meeting.

MOTION 22-03-07: Silverthorn moved and the motion carried unanimously to clarify that the pay raise approved with Motion 21-12-03SP for Pasicznyuk for 2022 was intended to be retroactive to January 1, 2022, and the pay overage previously shared be handled through the bonus also given with the 21-12-03SP motion. Burt seconded.

Partnership of Douglas County Governments (PDCG)

Nolan noted an informative presentation by the City of Louisville on their recent fire, citing lessons learned and the difficulty of this particular fire.

Douglas County Youth Initiative (DCYI)

Burkholder reported Outstanding Youth Awards will be in April recognizing 10 Douglas County youth who have overcome great adversity. Teen Court is restarting after a hiatus.

Urban Libraries Council (ULC)

Silverthorn reported that the ULC board will meet next week, after which she will have more to report at the April library board meeting. The Executive Director is stepping down and she hopes to have some influence in ensuring that the new Executive Director understands the important role of Intellectual Freedom in libraries.

FOUNDATION REPORT

Vaughn reported that the next meeting is later this month, so nothing to report until after that meeting.

TRUSTEE COMMENTS

Burkholder added on to the board packet piece, sharing a thank you from teen Alaina who appreciated Lisa Casper for her support in helping her succeed with DECA, acknowledging the impact staff make on our customers.

UPCOMING BOARD MEETINGS

1. **Board Executive Committee Meeting:** April 18, 2022, Castle Pines Library, 8:00 a.m.
2. **Board Study Session:** April 27, 2022, Highlands Ranch Library, 5:00 p.m.-6:00 p.m.
3. **Board Regular Meeting:** April 27, 2022, Highlands Ranch Library, 7:00 p.m.
4. **Board Annual Retreat:** May 14, 2022, Highlands Ranch Library, 9:00 a.m.-1:00 p.m.

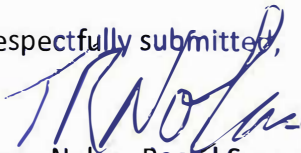
OTHER BOARD CALENDAR ITEMS

1. **Annual Volunteer Appreciation:** April 23, 2022, Highlands Ranch Library, Detective Dinner event (invitations are out, RSVP required)
2. **Partnership of Douglas County Governments Meeting:** May 18, 2022, Douglas County Government, Douglas County Human Services, 7:00 a.m.-9:30 a.m.

ADJOURN

Vaughn adjourned the meeting at 8:05 p.m.

Respectfully submitted,



Terry Nolan, Board Secretary

Minutes prepared by Patti Owen-DeLay

