

DOUGLAS COUNTY LIBRARIES
Board of Trustees Budget Hearing and Business Meeting
December 7, 2022
Castle Rock, Colorado

President Vaughn called the business 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, Dan Danser, Jessica Kallweit, Rick LaPointe, Terry Nolan, Meghann Silverthorn, and Dawn Vaughn

A quorum was present.

STAFF: Bob Pasicznyuk, Dave Anderson, Jill Corrente, Susie DeSersa, Julianne Griffin, and Patti Owen-DeLay

PUBLIC: Bill Gernert, Mike Waid with Douglas County Community Foundation, and Jim Young

PUBLIC COMMENTS:

Jim Young and Bill Gernert spoke against the decision to move from physical newspapers to electronic newspapers.

CONSENT AGENDA:

Nothing was removed from the consent agenda.
There was no discussion.

MOTION 22-12-01: Danser moved and the motion carried unanimously to consent agenda consisting of the Regular Board Meeting Minutes of October 26, 2022, and to ratify the CORE Electric easement email poll. LaPointe seconded the motion.

PUBLIC HEARING FOR 2023 BUDGET ADOPTION

Vaughn 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 December 7, 2022, for the purpose of adopting the Final Budget for 2023.

The proposed 2023 Budget is in your packet and is made a part of these Resolutions and is presented for adoption as the Final Budget of the Douglas County Libraries for 2023.

No adjustments are being proposed to the presented budget.

Vaughn stated that the board would be open to citizens' comments concerning the Douglas County Libraries Final Budget for 2023.

No public comments were made on the adoption of the 2023 budget.

MOTION 22-12-02: Kallweit moved and the motion carried unanimously to adopt **RESOLUTION 2022-12-01** Adopting a Budget, **RESOLUTION 2022-12-02** Setting Mill Levies, and **RESOLUTION 2022-12-03** Appropriating Sums of Money. Burkholder seconded the motion.

The 2023 budget passed as presented.

Vaughn closed the Public Hearing.

Treasurer LaPointe thanked Anderson on behalf of the board for his years of service and wished him well in his retirement.

EXECUTIVE LIBRARY DIRECTOR'S REPORT

Pasicznyuk reported on Colorado Gives Day stating that we met the event goal and increased the number of donors, though the average donation was down about \$20.

The Castle Rock project is on track, except the roof. A new plan has been devised to get this complete by the end of year.

Storybook Holiday was celebrated this past weekend. About 1,000 people attended the event. Vaughn concurred, sharing what a wonderful event it was for her family, and how it incorporated the Forest of Stories with a scavenger hunt.

DISTRICT BUSINESS

No conflicts of interest were declared.

Executive Committee

Douglas County Community Foundation (DCCF) Intergovernmental Agreement (IGA)

This matter was brought back to the board from the October meeting.

Waid spoke to questions, such as one concerning the execution of the IGA only upon approval by all the agencies. Waid shared changes and successes he has made in the organization.

No motion was offered to enter the IGA.

Quarterly KPI

Pasicznyuk summarized the report. Internal KPI will be reported on in the next KPI.

Pasicznyuk will walk the board through what each of the KPI items represents in his January director's report.

Quarterly Strategic Plan Update

Pasicznyuk overviewed the report. Items are on track with a couple of exceptions that are behind due to supply chain issues, with plans to get back on track.

Quarterly Financials

Anderson highlighted a few items:

- There was only a 2% difference in the quarterly financials against budget.
- Ownership taxes continue to be down but appear to be rebounding.
- Investments will show a move of funds from CSIP back to Colotrust to fund the Castle Rock building, and to take advantage of a more responsive rate.
- There is still about \$87,000 of property tax to be received.
- We have not spent as much on maintenance as projected.

Executive Library Director Succession Plan

There will be a draft plan brought to the board in the first quarter 2023.

Elect Interim President and Vice-President

Vice-President Burkholder is slated to be reappointed by the Board of County Commissioners on December 15, 2022, so there is no need to elect interim officers. As Vice-President, Burkholder will fulfill the duties of the President from January 1, 2023, until after the annual meeting.

Executive Library Director's 2023 Goals

Pasicznyuk presented his draft goals.

MOTION 22-12-03: Nolan moved and the motion carried unanimously to accept the Executive Library Director's 2023 Goals as presented. Burkholder seconded the motion.

Ad Hoc Policy Review Committee Update

Nolan reported that the committee is ahead and will be bringing some first policies for review in the first quarter of 2023.

PARTNER REPORTS

Partnership of Douglas County Governments (PDCG)

Nolan reported. December meeting was canceled. The library will host the March meeting in Parker and September in the new Castle Rock facility.

Douglas County Youth Initiative (DCYI)

LaPointe stated there is no report. Pasicznyuk shared that he received an email where DCYI is recruiting youth members.

Urban Libraries Council (ULC)

The board met last Friday in Washington, DC. Silverthorn reported on the discussions and direction for the new Executive Director. Silverthorn has joined the ULC audit committee.

Douglas County Libraries Foundation (DCLF)

Vaughn reiterated the success of Colorado Gives Day.

Exploratory Committee to Memorialize Kendrick Castillo

The committee has not met.

TRUSTEE COMMENTS

Nolan asked if anyone wanted to reconsider or do anything about physical newspapers. The board discussed if they should direct staff to do something different. No action was taken.

Nolan asked and received concurrence from the board to revisit holiday closures and add it to the January 2023 agenda.

Vaughn told the board how honored she has been to be on the board with all her fellow board members.

Burkholder and Nolan shared appreciation of Vaughn and Danser and their work on the board.

Danser expressed appreciation and shared his reason for serving and not seeking reappointment, stating he sees the library is well cared for.

UPCOMING BOARD MEETINGS

1. **Board Executive Committee:** December 19, 2022, Castle Pines Library, 8:00 a.m.
2. **Board Executive Committee:** January 12, 2023, Castle Pines Library, 8:00 a.m.
3. **Board Ad Hoc Policy Committee Meeting:** January 25, 2023, Castle Rock Library, 3:00 p.m.-4:00 p.m.
4. **Board Study Session:** January 25, 2023, Castle Rock Library, 4:00 p.m.-5:00 p.m.
5. **Board Business Meeting:** January 25, 2023, Castle Rock Library, 5:30 p.m.

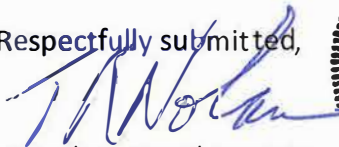
OTHER BOARD CALENDAR ITEMS

1. **Partnership of Douglas County Governments Meeting:** January 18, 2023, Lone Tree Arts & Culture Center, 7:00 a.m.

ADJOURN

Vaughn adjourned the meeting.

Respectfully submitted,



TR Nolan, Board Secretary

Minutes prepared by Patti Owen-Delay

