

DOUGLAS COUNTY LIBRARIES
Board of Trustees Budget Public Hearing and Business Meeting
December 3, 2025
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, Zach McKinney, Terry Nolan, Ted Vail, Taylor Watson, and Amy Windju

Pam Hampton was absent. A quorum was present.

STAFF: Bob Pasicznyuk, Casie Cook, Jill Corrente, and Patti Owen-DeLay
Cook attended virtually.

OFFICER: Castle Rock Police Officer Yowell

PUBLIC: Nancy Student and Robb Luinstra (DCL Staff)

GUESTS: Erin Kane, Superintendent of Douglas County School District (DCSD), and Michelle Newcome, Risk Resiliency

PUBLIC COMMENTS

Nancy Student – Appreciative of meetings being moved to the more central location of Lone Tree. Advocates for the board to offer virtual meetings.

CONFLICT OF INTEREST

No trustees declared a conflict of interest in any matter before the Board.

PRESENTATION

Superintendent Kane came at the request of the library Board to share information on Douglas County School District's strategic planning.

Kane started with district highlights:

- #1 district in Denver Metro area above grade post-pandemic
- Staff retention rate has decreased from 60% to 13%
- Highest graduation rate in the state for a larger district
- Expanded pathways for post-high-school education
- Community support and bond approval for teacher pay and security

Kane shared the process for their strategic planning:

- Community survey and focus groups for data

- Compiled data to get to “What does our community want out of our school district?”
- Purpose / End Statement / Foundational Commitment (drafted with attention to each word used – keeping things positive and forward focused); e.g., Hope embedded with optimism – a catalyst to achieving in school
- Cornerstone Commitments
 - Academic Excellence – maintain what we already are
 - Strategic Technology – living the tension:
 - Understanding the impacts of technological interruptions, and
 - Leaning into the latest innovations (e.g., leveraging AI)
 - Essential Mindsets and Dispositions
 - Critical thinking
 - Creative problem solving
 - Loss of skills that are not being developed yet are still needed
 - Future-ready Graduates (post-secondary readiness and life skills)
 - Pathway development to build a pipeline with industry (a yes, and proposition for higher learning or better paying jobs directly post high school)
 - Thriving Schools and Thriving Communities – providing for our communities with new, local schools
- The Strategic Plan is concise with targeted things as the basis for our strategic plan.

Questions:

- Strategic integration example – Kane: Device use policy districtwide to ensure technology is a tool for learning, not a distraction to learning.
- Why does the plan go to 2038? – That year is graduation year for the youngest students in the system today.
- How did you do your Strategic Process? Kane: Hired an outside firm to help us with it. Started with a Request for Proposal, finding an outside expert that really helped with the heavy lift of a lot of the work. Wanted futurists, so selected a professional, national group.
- How can the library board work toward common objectives? Kane: Since DCSD is working on developing the sense of community, partner in a community kind of way. One idea – library Storytime done by teachers in the schools, so kids and parents meet them before they are enrolled.
- Are there ways for the library to assist families with tutoring or literacy? Kane: There are lots of opportunities around summer activities. Libraries and school drives? Or maybe there are opportunities with students on the future-teacher track.

CONSENT AGENDA

1. Minutes October 29, 2025, Business Meeting
2. Email Poll November 22-23, 2025, Board Recommendations
3. Reappointment of Zach McKinney and Ted Vail

No items were removed.

MOTION 25-12-01: Burkholder moved and the motion carried unanimously to approve the consent agenda of October 29, 2025, business meeting minutes, the email poll concerning Board recommendations, and the reappointment of trustees McKinney and Vail. McKinney seconded the motion.

LIBRARY BUSINESS

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 Budget Public Hearing. In compliance with Colorado Statutes, and as legally noticed, this public hearing is being held on December 3, 2025, to adopt the Final Douglas County Libraries Budget for 2026.

The proposed 2026 Budget is in your packet, has been posted and is made a part of these Resolutions, and is presented for adoption as the Final Budget of Douglas County Libraries.

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 2026.

No public comments were made on the adoption of the 2026 Budget.

MOTION 25-12-02: Watson moved and the motion carried unanimously to adopt **Resolution 25-12-02** Adopting a Budget, **Resolution 2025-12-03** Setting Mill Levies, and **Resolution 2025-12-04** Appropriating Sums of Money. McKinney seconded the motion.

The 2026 Budget passed as presented.

Nolan closed the Public Hearing.

Other Business

- Honoring Trustee Burkholder

Trustees shared appreciation for Burkholder's dedication and leadership over the last six years. Nolan shared highlights of Burkholder's tenure.

MOTION 25-12-03: Nolan moved and the motion carried unanimously to approve **Resolution 25-12-01:** Honoring the Service of Trustee Burkholder. McKinney seconded the motion.

Burkholder shared words of appreciation for her time on the board.

- **Strategic Planning Task Force**
Watson, as chair of the task force, asked that Strategic Planning be a discussion on the Board agenda going forward. For now, the task force is inactive, and the Board will discuss how to proceed with Strategic Planning.
- **County's Request to Give Input re: D1 Trustee Opening**
Nolan spoke about the email poll that was ratified tonight, authorizing Nolan and Burkholder to do this work on behalf of the Board.

After Executive Director Pasicznyuk's review, Nolan and Burkholder reviewed all 39 applications, producing their unified top 10 list of applicants to interview, after which they will develop a shorter recommendation list for the Board of County Commissioners.

Burkholder commented on the strong pool of candidates.

Windju questioned the email poll process and the list of criteria that Windju was unaware of. Nolan explained the reasoning and that this is the first time the Board of County Commissioners asked for this type of input. Nolan also noted that the criteria list was based on the letter approved unanimously by the Board at the September 24, 2025, meeting.

Windju feels that having the Executive Director weighing in on applicants is a conflict of interest. Burkholder shared that this gave perspective, while there is no decision being made, just input given. The decision for selection will stay with the Board of County Commissioners, the library Board has just been asked for recommendation input.

The library Board is trying to best mirror the previous process where there was municipality input through a panel.

Executive Director Update

Pasicznyuk shared that Storybook Holiday this weekend will have an added third event; all three events are at their 500-attendee capacity.

The building program for the Sterling Ranch library is almost complete with the design phase and within allocation of funds. The floor plan allows for a donor-funded gallery space that is being proposed. Anticipated groundbreaking is May 2026.

Banned Books – Pasicznyuk spoke about the reasons Douglas County Libraries does not currently participate in banned books week: There was no benefit found in making displays of books that are banned, believing that living the freedom that our customers must read what they want is a greater outcome. Pasicznyuk stated that being a quiet servant doing your work at a high level is often more politically savvy than taking a stand.

Pasicznyuk will speak about municipal meetings at the January 2026 meeting.

PARTNER REPORTS

Partnership of Douglas County Governments

Vail, Burkholder and Pasicznyuk attended the November 12, 2025, Elected Officials event, noting that Mayor Josh Rivera went off script in praising the library.

Douglas County Youth Initiative (DCYI)

Windju: Nothing to report.

Douglas County Libraries Foundation

Burkholder reported:

- Forest of Stories has expanded to 175 trees this year and runs through January 4, 2026.
- Colorado Gives Day, December 9, 2025, is currently active for donations. We are asking all Board members to give at any level; there are grants that are enhanced or require full Board participation, and full participation enhances applications.

EXECUTIVE SESSION

The Board took a short five-minute break at 6:50 p.m. before entering Executive Session for a report on the work staff and consultant Michelle Newcome, with Risk Resiliency, have done and will continue to do to shore up organizational risk resiliency.

MOTION 25-12-04: Nolan moved to enter Executive Session per Colorado Open Meeting Law pursuant to C.R.S. Section 24-6-402(4)(d), C.R.S., for the purpose of discussing specialized details of security arrangements and crisis management plans. Watson seconded the motion.

No discussion.

The Board entered Executive Session at 6:55 p.m. The Board returned to the open meeting at 7:55 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.

TRUSTEE COMMENTS AND QUESTIONS

None

UPCOMING BOARD MEETINGS

- January 15, 2026, Executive Committee Meeting, Castle Pines Library, Castle Pines, 8:00 a.m.-9:00 a.m. There will be no December Executive Committee meeting.
- January 28, 2026, Lone Tree Library, Lone Tree
 - Board Study Session, 4:00 p.m. (Dinner at 5:00 p.m.)
 - Board Budget Public Hearing and Business Meeting, 5:30 p.m.

OTHER MEETINGS

- January 16, 2026, Partnership of Douglas County Governments, TBA, 7:30 a.m.

ADJOURN

Nolan adjourned the meeting at 7:56 p.m.

Respectfully submitted,
Ted W. Vail, Board Secretary
Minutes prepared by Patti Owen-DeLay
Approved MOTION 26-01-03, Date: January 28, 2026