

EMAIL POLL

To:	Douglas County Libraries Board of Trustees
Date:	November 22 – November 23, 2025
From:	Bob Pasicznyuk, Executive Director
Subject:	Email Poll – District 1 Board Candidate Recommendation

Conducted by: Patti Owen-DeLay

Date(s) poll conducted: 11/22 and 11/23/2025

Question: Do you agree to delegate the evaluation and recommendation of trustee candidates to Terry Nolan and Suzanne Burkholder using the process outlined in this memo and the criteria already established for effective board members. Nolan and Burkholder will apprise the board of their work and rationale for selection.

To Vote: To vote respond to the email with this poll stating your vote (yes, no, or abstain) and if you have any comments, include your comment in the email response.

Suzanne Burkholder: Yes No Abstain Could not be reached

Comments:

Pam Hampton: Yes No Abstain Could not be reached

Comments:

Zach McKinney: Yes No Abstain Could not be reached

Comments:

Terry Nolan: Yes No Abstain Could not be reached

Comments:

Ted Vail: Yes No Abstain Could not be reached

Comments:

Taylor Watson: Yes No Abstain Could not be reached

Comments:

Amy Windju: Yes No Abstain Could not be reached

Comments:

RATIFICATION DATE: _____ **MOTION #:** _____

MEMO

To: Douglas County Libraries Board of Trustees

Date: December 21, 2025

From: Bob Pasicznyuk

Subject: Board Email Poll Request – Library Board Candidate Recommendation

Context

Many citizens have applied for the open trustee position / District 1 – Lone Tree and Parker. County staff forwarded a request by the Commissioners for a Board ranking and recommendation of candidates. To date, there are about 35 eligible candidates in the pool, but this may grow as the recruitment closes on 11/24/2025. This is an expedited request of the Board to evaluate and recommend candidates in the next few weeks to foster having the appointment complete by 12/31/25.

Board Delegation of the Work to Two Trustees – A Rationale

In the past, when the Library Board was asked to provide feedback about candidates, the Board assigned or delegated this work to a trustee to represent the library's interest on the committee. In this case, there is no committee, but there is a need to provide the County with quick feedback. A maximum of two trustees may meet for this work without constituting a meeting under Colorado Open Meetings requirements. **This request asks the Board to assign and delegate feedback about the candidates to two Trustees.**

Process: Evaluating Large Numbers of Candidates Quickly

This request also asks the Board to validate the process for recommendation.

1. Staff (Library's Executive Director's Office) will screen applicants removing any that do not qualify. Some of the candidates do not reside in District 1, Douglas County, not qualifying for the opening. (Eleven of the applications we received are not eligible as they are not in District 1.)
2. Staff will rank and identify the 10 most likely candidates keeping notes and documentation for each. Staff will use the criteria already established by the Board and submitted to the County Commissioners via letter:
 - **Commitment to Customer Freedom and Self-Determination.** For 35 years of our library's history and no matter the Board's composition, the Library Board has led the organization to welcome everyone. The Board has sustained citizen rights of freedom and self-determination. The Library Board has directed staff to inform customer choice impartially, without interference or improper influence. Effective Trustees align with this commitment.

- **Significant Board and Governance Experience.** The Board oversees an organization with a 40-million-dollar budget, over 300 staff, and 7 service locations. The Library Board governs rather than operates the library. The Board examines and works challenging, nuanced public policy and business problems. The Board is well-served by experienced teammates.
 - **Mitigating Risk Through Non-Partisan Service.** Colorado law (CRS 24-90-122) requires library governance free from partisan or personal agendas. The Board does not endorse candidates or positions that limit its ability to serve all the citizens of Douglas County.
 - **The Role of a Fiduciary.** Trustees, by definition and regulation, are fiduciaries: Fiduciary requirements mandate that a person in a position of trust must act in the best interests of another party (the library), upholding duties of loyalty, care, prudence, good faith, confidentiality, and disclosure. These duties include making sound decisions, keeping information private, acting solely for the library's benefit, and avoiding conflicts of interest.
3. Two trustees will then evaluate the credentials of the 10 highest ranked candidates interviewing those they assess to be the best fit.
 4. The two trustees will then recommend their best candidate or group of candidates to the County, informing the Board of the outcome and rationale of their work.

Trustees Comprising the Two-Member Committee

This request assigns the work to Trustee Nolan as Board President and Trustee Burkholder, the outgoing trustee for Douglas County, District 1.

Email Poll Request

The Board moves to delegate the evaluation and recommendation of trustee candidates to Terry Nolan and Suzanne Burkholder using the process outlined in this memo and criteria already established for effective board members. Nolan and Burkholder will apprise the board of their work and rationale for selection.