

DOUGLAS COUNTY LIBRARIES
Board of Trustees Regular Meeting
August 23, 2017
Parker, CO

President Murphy called the regular meeting to order at 7:00 p.m.

The following were present:

TRUSTEES: John Beckwith, Eleanor Brown, Ron Cole, Sean Duffy, John Howe, Bob Morris and Janiece Murphy

All trustees were present.

STAFF: Bob Pasicznyuk, Amy Long, Susan Byrne, Karen Gargan, Jaime Gotlieb, Sheila Kerber, Rick O'Dell and Patti Owen-DeLay

PUBLIC COMMENT: None.

CONSENT AGENDA

MOTION 17-08-01: Duffy moved and the motion carried to approve the consent agenda consisting of the minutes of the meeting June 28, 2017.

STRATEGIC UPDATE

Pasicznyuk discussed the draft Purpose Statement with the Board, looking for consensus to wordsmith a final product.

The Board will discuss the Key Performance Indicators at the next board meeting.

DISTRICT BUSINESS

No one declared a conflict of interest.

Standing Committee Reports.

Executive Committee (Janiece Murphy)

- Quarterly Financial Report: Morris reported that the District is above in revenue versus budget. Investments are getting slightly more interest than in recent years.

Bylaws and Policies Committee (Janiece Murphy)

- Expenditure Policy. Staff is requesting updates the in the expenditure policy to clarify and account for inflation with limits.

MOTION 17-08-02: Murphy moved and the motion carried unanimously to change the Authorization of Expenditures policy increasing the board approval limit for unbudgeted items from \$10,000 to \$25,000 and decrease the limit for research and development projects from \$50,000 to \$25,000 as recommended by the Executive Committee.

Capital Planning Committee (John Beckwith)

- Sorter Bins Capital Expenditure. Staff is looking at options, wanting to find an alternate source that would be less expensive and less maintenance need.

MOTION 17-08-03: Beckwith moved and the motion carried unanimously to approve the budgeted capital expenditure of \$50,375 for the purchase of 31 additional sorter bins as recommended by the Capital Planning Committee.

- Roxborough Library. This is a negotiation item and will be handled in Executive Session later in the meeting.

Human Resources Committee (Eleanor Brown)

- The Committee met to discuss self-evaluation. Duffy's peer-evaluation is coming up in September.

2018 Board Meetings (Janiece Murphy)

- Change in date for November 2017 Board Meeting. In order to attend the Dan Brown author event, the board is considering changing the date for the November 2017 meeting.

MOTION 17-08-04: Murphy moved and the motion carried unanimously to change the November Board meeting date from November 15, 2017 to November 29, 2017.

- Change in 2018 Board Meetings. To test moving budget approval up in order to allow for capital projects in the 1st quarter of the year.

MOTION 17-08-05: Murphy moved to approve the revised 2018 Board Meeting dates as presented.

- Approval of 2018 Holiday Closures.

MOTION 17-08-06: Murphy moved to approve the 2018 Holiday Closure dates with further discussion as to whether or not Easter should be a paid holiday.

FOUNDATION REPORT (John Howe)

- Foundation met on July 10. Shelly Humphrey is a new Foundation Director.
- The Foundation has a committee working to recommend an investment firm.
- David Wikoff has been soliciting silent auction donations.
- As of July, there were eleven confirmed gala sponsors.
- The Gala is October 20 to get tickets for the gala.

EXECUTIVE SESSION

MOTION 17-08-07: Murphy moved and the motion carried unanimously to move into Executive Session for the discussion of: Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators. C.R.S. §24-6-402(4)(f).

RETURN TO OPEN SESSION

Murphy 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.

Seeing none...

REPRESENTATIVE REPORTS

Douglas County Youth Initiative (DCYI). September 25th will be the Youth Congress and this year experts will attend in support.

TRUSTEE COMMENTS

UPCOMING BOARD MEETINGS

1. **Board Meeting:** September 27, 2017, Roxborough Library, Lockheed Martin Meeting Room, 7:00 p.m. (Dinner at 6:30 p.m.)
2. **Executive Committee Meeting:** September 13, 2017, Parker Library, 2nd Floor Conference Room, 12:00 p.m. – 1:30 p.m.
3. **Capital Planning Committee Meeting:** September 21, 2017, Parker Library, 2nd Floor Conference Room, 10:30 a.m. – 11:30 a.m.
4. **Board Study Session:** September 21, 2017, Parker Library, 2nd Floor Conference Room, 11:30 a.m. – 1:00 p.m.
5. **Human Resources Committee Meeting:** September 13, 2017, Lone Tree Library, Study Room #209, 8:00 a.m.

6. **Bylaws and Policies Committee Meeting**: No meeting scheduled

OTHER BOARD CALENDAR ITEMS

1. **DCL Foundation Meeting**: October 2, 2017, Lone Tree Library, The Studio, Noon – 1:00 p.m.
2. **Partnership of Douglas County Governments Meeting**: September 20, 2017, Highlands Ranch, 7:00 a.m. – 9:30 a.m.
3. **Douglas County Youth Initiative Meeting**: September 25, 2017, Youth Congress
4. **Colorado Association of Libraries Legislative Committee Meeting**: Starts again in September

President Murphy adjourned the meeting at 8:45 p.m.

Respectfully submitted,



Rondle L. Cole, Board Secretary

Minutes prepared by Patti Owen-DeLay

