

DOUGLAS COUNTY LIBRARIES
Board of Trustees Regular Meeting
September 27, 2017
Roxborough, CO

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

The following were present:

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

Eleanor Brown was absent. The absence is excused. A quorum was present.

STAFF: Bob Pasicznyuk, Karen Gargan, Colbe Galston, Annette Hanowski, Rick O'Dell, Sharon Nemechek, Patti Owen-DeLay, and Aspen Walker

PUBLIC COMMENT: None.

CONSENT AGENDA

MOTION 17-09-01: Morris moved and the motion carried to approve the consent agenda consisting of the minutes of the meeting August 23, 2017.

STRATEGIC UPDATE

- James H. LaRue renovation discussion.

Gargan reviewed the District's financial position providing an overview of the tax revenue the District is receiving, economic trends and the effects of Gallagher. Gargan highlighted what is available for a Highlands Ranch library renovation. (See handout)

The Board wants to see the reserve fund to show grow along with revenue growth, to ensure adequate reserve funding.

Pasicznyuk reviewed the brand ideals that we want to implement at James H. LaRue Library. Staff is recommending a phased approach to allow for Philip S. Miller renovation in the next few years, and to lessen the impact on the public with closure. The decision point becomes doing a "quick" refresh or a more extensive refresh to get the building up to current finish including a light package. The costs goes from about \$1m to about \$3m for the first phase.

The Board supports budgeting \$3m for doing the James H. LaRue renovation.

- Discussion of Key Performance Indicators.

Duffy asked how much of our KPI information goes into capital planning. Pasicznyuk responded that we know a lot about checkouts and door counts, yet we do not know a lot about our customer's journey in our library. Our KPI does not address what people are doing in the building beyond checkouts. We are looking to find this out with some professional support next year.

Murphy asked about including information under Build Team on things like turnover rate and job satisfaction.

DISTRICT BUSINESS

No one declared a conflict of interest.

Standing Committee Reports.

Executive Committee (Janiece Murphy)

- Vision Statement **MOTION 17-09-02**: Duffy moved and the motion carried unanimously to adopt the vision statement: Douglas County Libraries elevates our community by inspiring a love of reading, discovery and connection.
- Auditor Selection Update. The committee interviewed two firms. The committee recommends Eid Bailey due to cost, experience and a prior working relationship with Douglas County Libraries.

Bylaws and Policies Committee (Janiece Murphy)

No report.

Capital Planning Committee (John Beckwith)

- Roxborough Update. Staff are in negotiations with the owner to look at what is possible. There are possible opportunities with Sterling Ranch and Shea Homes.

Human Resources Committee (Janiece Murphy)

- Consideration of Resolution to Recommend Sean Duffy for Reappointment **MOTION 17-09-03**: Morris moved and the motion carried unanimously with Duffy abstaining to approve Resolution 17-09-01 recommending Duffy for reappointment to a first full term.
- Selection of Trustee to be on BOCC Interview Committee. The Board will wait until we have more information on dates before selecting a representative.

FOUNDATION REPORT (John Howe)

Howe reported the next Foundation meeting is Monday, October 2, 2017 and the Gala is October 20, 2017. Please purchase tickets. Please make a donation on Colorado Gives Day to maximize matching funds with donations made through this program.

REPRESENTATIVE REPORTS

Duffy reported that he attended the Douglas County Youth Congress, stating that it was an amazing experience because the kids were able to come with disparate ideas and then reach consensus.

Beckwith was impressed with staff day noticing just how many people it takes to run the District.

Both Parker and Castle Pines Libraries have new front doors.

TRUSTEE COMMENTS

None.

UPCOMING BOARD MEETINGS

1. **Board Meeting**: October 25, 2017, Lone Tree Library, Event Hall, 7:00 p.m. (Dinner at 6:30 p.m.)
2. **Executive Committee Meeting**: No October meeting. Next meeting: November 8, 2017, Parker Library, 2nd Floor Conference Room, 12:00 p.m. – 1:30 p.m.
3. **Capital Planning Committee Meeting**: October 19, 2017, Parker Library, Study Room 254, 10:30 a.m. – 11:30 a.m.
4. ***Board Study Session**: No October meeting. Next Meeting: November 16, 2017, Parker Library, 2nd Floor Conference Room, 11:30 a.m. – 1:00 p.m.
5. **Human Resources Committee Meeting**: October 25, 2017, Lone Tree Library, The Studio, 4:30 p.m. (Director's Review) and 5:30 p.m. (Review of Personnel Budget and Benefits)
6. **Bylaws and Policies Committee Meeting**: No meeting scheduled.

*Change in date due to change in Board meeting date.

OTHER BOARD CALENDAR ITEMS

1. **DCL Foundation Meeting**: October 2, 2017, Lone Tree Library, The Studio, Noon – 1:30 p.m. (Lunch at 11:30)
2. **DCL Foundation Gala**: October 20, 2017, Highlands Ranch Mansion, 6:00 p.m. – 9:00 p.m.
3. **Partnership of Douglas County Governments Meeting**: November 15, 2017, TBD, 7:00 a.m. – 9:30 a.m.
4. **Douglas County Youth Initiative Meeting**: November 13, 2017, Douglas County Human Services Offices, 1st Floor Conference Room, 8:30 a.m. – 11:30 a.m.

5. Colorado Association of Libraries Legislative Committee Meeting: October 6, 2017, Denver Public Library, 11 a.m.
6. American Library Association Mid Winter Meeting: February 9-13, 2018, Denver, Colorado

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

Respectfully submitted,


Rondle L. Cole, Board Secretary
Minutes prepared by Patti Owen-DeLay

