

DOUGLAS COUNTY LIBRARIES  
Board of Trustees Meeting  
December 14, 2016  
Castle Rock, CO

President Morris called the meeting to order at 7:00 pm.

The following were present:

**TRUSTEES:** John Beckwith, Eleanor Brown, Ron Cole, John Howe, Bob Morris, Janiece Murphy and David Williams. All trustees were present.

**STAFF:** Bob Pasicznyuk, Susan Byrne, Karen Gargan (attended by phone), Jaime Gotlieb, Annette Hanowski, Sharon Nemecek, Rick O'Dell, Patti Owen-DeLay

**PUBLIC COMMENT:** None.

**CONSENT AGENDA**

**MOTION 16-12-01:** Murphy moved and the motion carried unanimously to approve the consent agenda.

**RECOGNITION OF RETIRING TRUSTEES:**

Retiring Board member David Williams was acknowledged for his service as a Library Trustee through a resolution outlining his contributions.

**MOTION 16-12-02:** Murphy moved and the motion carried unanimously to approve  
**RESOLUTION 16-12 -01:** recognizing the service of David Williams.

**STRATEGIC UPDATE**

Pasicznyuk shared that the Parker Library involvement with Parker Carriage Rides brought in over a 1000 people and then on Sunday over a 1000 people came in to study for finals. Stating it behooves the District to define success, but in the meantime, we should take heart that when we build libraries that are relevant to our community they use them with enthusiasm.

Murphy asked how the Board can support this idea defining relevance. Pasicznyuk responded that we could for instance look at library touches versus library checkouts. And engaging with the Board in defining what success looks like in Douglas County would be a worthy pursuit in 2017.

**DISTRICT BUSINESS**

**Standing Committee Reports.** No conflicts of interest were declared.

## **Building and Grounds Committee.**

Purchase of property in Castle Rock. Pasicznyuk reported that the review period has been extended to ensure that we have a review of any existing conditions that might add cost to demolition, and we are looking to remove the property from the common area association agreement.

Carpet at Philip S. Miller Library. Beckwith wonders why we are having water issues in the library. O'Dell reported that we have ground water saturation that is affecting the carpet. Right now staff is investigating cause and solutions. Pasicznyuk reported that we can replace the carpet for around a \$100,000 and we estimate that with solutions the carpet manufacturer has found, we should get a good percentage of reuse once we do a further remodel.

## **Bylaws and Policies Committee.**

### Second Reading for Reserve Policy

**MOTION 16-12-03:** Howe moved and the motion carried unanimously to adopt the updated Reserve Policy as presented.

### Designate Funds for Operating and Reserves

**MOTION 16-12-04:** Howe moved and the motion carried unanimously to designate funds for operating and contingency reserves updating the Reserve Fund Policy as presented.

## **Finance Committee.**

## **PUBLIC HEARING**

Howe confirmed that the required Notice of Public Hearing for 2017 Budget was posted.

Morris opened the Public Hearing for 2017 Budget Adoption.

2017 Budget Resolutions. No public comments on 2017 Budget.

**MOTION 16-12-05:** Murphy moved and the motion carried unanimously to approve **RESOLUTION 16-12-02** Budget Adoption; **RESOLUTION 16-12-03** Set Mill Levies; **RESOLUTION 16-12-04** Appropriate Funds.

**Government Relations Committee.** Beckwith shared information on date and time for next week's Partnership of Douglas County Governments meeting.

**Human Resources Committee.** No report.

## Foundation Report.

Colorado Gives Day. Murphy reported that a record 248 online donations were given for a total of \$22,162. Then, in addition, there were checks and cash donations for Dec. 6<sup>th</sup> totaling \$3,034, resulting in a grand total for the campaign of \$25,196.

Some comparison facts....in 2015 we had \$8,880 in online donations, so donations this year were 2 ½ times greater.

Staff surpassed the staff goal of \$1,000. Staff contributions totaled \$2900.

The next meeting will be in January 9, 2017. At that meeting the board will vote on adding up to 4 more members and discuss adopting policies. Janiece will attend with John Howe to facilitate the transition in District Board representation on the Foundation Board.

## TRUSTEE ANNOUNCEMENTS

Williams expressed his gratitude to staff and the Board citing that this short period of time has been an exciting time to be on the Board with so much accomplished.

## UPCOMING BOARD MEETINGS

1. **Board Annual Meeting:** January 25, 2017, Parker Library, Event Hall, 7:00 p.m. (Dinner at 6:30 p.m.)
2. **Executive Committee Meeting:** January 11, 2017, Parker Library, 2<sup>nd</sup> Floor Conference Room, Noon – 1:30 p.m.
3. **Capital Planning Committee Meeting:** January 19, 2017, Castle Pines Library, Study Room, 10:30 a.m. – 11:30 a.m.
4. **Board Study Session:** January 19, 2017, Castle Pines Library, Castle Pines Master Association Event Hall, 11:30 a.m. – 1:00 p.m.

## OTHER BOARD CALENDAR ITEMS

**Foundation Meeting:** January 9, 2017.

President Morris adjourned the meeting at 7:43 pm

Respectfully submitted,

*P. Janiece Murphy*  
P. Janiece Murphy, Board Vice President  
Minutes prepared by Patti Owen-DeLay

