

DOUGLAS COUNTY LIBRARIES  
Board of Trustees Meeting  
July 27, 2016  
Lone Tree Library  
Lone Tree, CO

President Morris called the meeting to order at 6:00 p.m.

The following were present:

TRUSTEES: John Beckwith, Eleanor Brown, John Howe, Bob Morris, Janiece Murphy and David Williams

Ron Cole was absent. The absence was excused. A quorum was present.

STAFF: Bob Pasicznyuk, Susan Byrne, Amber DeBerry, Karen Gargan, Art Glover, Annette Hanowski, Anne Ledford, Rick O'Dell, Patti Owen-DeLay, and Sharon Nemechek

#### EXECUTIVE SESSION

**MOTION 16-07-01:** As per Colorado Open Meeting Law Morris moved to enter into Executive Session for discussion of purchase, sale of property as authorized by C.R.S. §24-6-402(4)(a).

The board went into executive session at 6:01 p.m.

#### RETURN TO OPEN MEETING

Morris returned the Board to open meeting at 6:44 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 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.

No concerns were noted.

BREAK FOR DINNER: At 6:45 p.m. Morris paused the meeting for a dinner break.

RETURN TO MEETING: At 7:15 p.m. Morris resumed the meeting.

PUBLIC COMMENT: None.

#### CONSENT AGENDA

**MOTION 16-07-02:** Howe moved and the motion carried unanimously to approve the consent agenda with the correction as noted.

Correction: Under **Government Relations** report – County Commissioners were not elected. The results mentioned were primary results.

## PRESENTATION

Cheryl Wallace with Ruben Brown reviewed the annual audit ViewPoints Report to Governance and Financial Statements, December 31, 2015.

- There was one implementation change in the financial reporting of pension showing a liability for the proportionate share of pension
- There were two Management Judgments: 1. Depreciation on capital, 2. Pension
- There was a new disclosure this year due to taking on debt
- Recommendation to modify method handling non-standard journal entries to adhere to best practices
- Two additional GASB requirements are coming in 2016 end of year and 2018

## STRATEGIC REPORT

Pasicznyuk mentioned three items that will come up over and over in the budget process creating a tension requiring balance:

1. Operations, 2. Competitive salaries, 3. Capital needs, including upkeep maintenance and capital projects

## DISTRICT BUSINESS

No conflicts of interest were declared.

### **Buildings and Grounds Committee** (John Beckwith)

- Building Project Report: O'Dell reported that Parker Library is close to turn-over to the District. Shelving will go in next week. Certificate of Occupancy is still anticipated for mid-August.

Pasicznyuk requested three days of closure for the Parker Library in addition to the three weeks previously approved.

**MOTION 16-07-03:** Beckwith moved and the motion carried unanimously to approve three additional closure days for the Parker Library, with a closure on August 31, 2016 at 5 p.m., and a Grand Opening at 11 a.m. on September 24, 2016.

- Parker Sale Update: The sale contract is moving forward. The inspection resolution deadline is this Friday.

### **Bylaws and Policies Committee** (John Howe)

Howe reported on a proposed change to the Petitions and Free Speech Activities Policy.

**MOTION 16-07-04:** Howe moved and the motion carried unanimously to approve the Petitions and Free Speech Activities Policy as presented.

Because a full board was not present, the policy change must have a second reading at the next board meeting, where it can pass with a simple majority vote.

### **Finance Committee** (John Howe)

Gargan presented the Quarterly Financial and Investment Review.

**Government Relations** (John Beckwith)

The Partnership of Douglas County Libraries July meeting was held at the new Lone Tree Library.

**Human Resources** (Janiece Murphy)

FOUNDATION REPORT

DeBerry reported that The Foundation Gala individual tickets will be presented for purchase soon.

The Foundation is organized as a 501(c)(9) entity under IRS rules. The Colorado Foundation has informed us that we are not a qualifying agency under this title. Colorado Foundation runs Colorado Gives Day and is our online giving mechanism. Staff is investigating if the Foundation can be listed as a 501(c)(1) organization. If not, we would take over management of our online fundraising.

UPCOMING MEETINGS

**Board meeting:** 6:00 p.m. on Wednesday, September 28, 2016, Louviers Library, Louviers, CO, 5:30 p.m. dinner.

**MOTION 16-07-05:** Morris moved and the motion carried unanimously to cancel the August Board meeting.

**Human Resources Committee Meeting:** Will be rescheduled for a time in August.

**Building & Grounds Committee Meeting:** Thursday, August 25, 2016, Lone Tree Library, The Studio, Lone Tree, CO, 10:30 a.m.

**Board Study Session Lunch:** August 25, 2016, Lone Tree Library, Event Hall, Lone Tree, CO, 11:30 a.m.

OTHER CALENDAR ITEMS

- July 29, Volunteer Appreciation, 5:30 p.m., Lone Tree Library (private event)
- August 31, 2016, Parker Library Goodbye Event, 4:00 p.m.
- September 22, 2016, Parker Library VIP Gala, 6:00 p.m. (private event)
- September 24, 2016, Parker Library Grand Opening 9:00 a.m.
- October 7, 2016, Douglas County Libraries Foundation Gala, 6:00 p.m. (private event)

Morris adjourned the meeting at 8:20 p.m.

Respectfully submitted,



David Williams, Secretary, Board of Trustees  
Minutes prepared by Patti Owen-DeLay

