



Castle Pines Library, Castle Pines, CO
Wednesday, January 31, 2018

CALL TO ORDER Presiding: Janiece Murphy, President

ATTENDANCE

GUESTS: Kristy Judd, President and CEO of Metrovolunteers
 Beth Steinhorn, President of Volunteer Strategies

PUBLIC COMMENTS

CONSENT AGENDA: MOTION TO APPROVE: *(packet page 6)*

- Minutes Regular Meeting November 29, 2017
- Reappointment and Appointment Resolution 2018-008 from Douglas County Commissioners reappointing Sean Duffy

PRESENTATION 1: Volunteer Services Enterprise Distinction *(packet page 13)*

Kristy Judd, President and CEO of Metrovolunteers

Beth Steinhorn, President of Volunteer Strategies

EXECUTIVE LIBRARY DIRECTOR UPDATE *(packet page 15)*

PRESENTATION 2: Inspiring a love of reading

DISTRICT BUSINESS *Do any board members have a conflict of interest to disclose regarding any of the below matters? If so, please recuse yourself, and return to the meeting after discussion has ended.*

Annual Meeting Items (Janiece Murphy)

- **MOTION TO ELECT:** Selection of 2018 Board Officers
- **MOTION TO APPOINT:** 2018 Committee Chairs
- **MOTION TO APPOINT:** Selection of an additional committee member (President is ex-officio)

- Executive Committee (Will be the newly elected Board President, Vice-President and Treasurer)
- Capital Planning Committee – need Chair and one member
- Human Resources Committee – need Chair and one member
- **MOTION TO APPOINT:** Selection of a Trustee for Representative Opportunities
 - Partnership of Douglas County Governments (Meetings 3rd Wednesday of every other month 7:30 – 9:30 a.m. rotates around the county)
 - 2018 Responsible for Elected Officials’ Caucus November Event and 2019 Chair of PDCG (*packet page 32*)
 - Douglas County Youth Initiative (Meetings Mondays, 1/8 4/9, 6/11, 8/13, 8:30 a.m. – 11:30 a.m. and Retreat 11/12, 9:00 a.m. - noon, County Human Services Bldg, Castle Rock, Also 4/30 Youth Awards, and 9/24 Youth Congress)
 - Colorado Association of Libraries Legislative Committee (Meetings 1st Friday of every month 10:00 a.m. – noon, Denver Library)
 - Douglas County Libraries Foundation (Quarterly meetings) 2018 Representative is John Howe
- **MOTION TO DESIGNATE:** Designation of Philip S. Miller Library as the official posting place for Board Public Notices
- **Review of Conflict of Interest Statements:** Updates if needed

Executive Committee (Janiece Murphy)

- **MOTION TO APPROVE:** Customer Experience Survey Contract (*packet page 37*)
- **QUARTERLY INVESTMENT REPORT:** Included as a required reporting (*packet page 30*)

Bylaws & Policies

- Review of attendance and "excused" absences definition.
- **MOTION TO ACCEPT:** "The Standard Code of Parliamentary Procedure" by Alice Sturgis as our go to resource when there are Parliamentary questions.
- **MOTION TO APPROVE:** Formation of an ad hoc committee to research Committee definitions and by-laws as they pertain to Committees.

Capital Planning Committee (John Beckwith)

- Roxborough Refresh Update
- **MOTION TO APPROVE:** PC Replacement Budgeted Capital Expenditure
(*packet page 58*)

Human Resources Committee (Eleanor Brown)

FOUNDATION REPORT (John Howe)

TRUSTEE COMMENTS

UPCOMING BOARD MEETINGS

1. **Board Meeting**: February 28, 2018, Philip S. Miller Library, Castle Rock Bank Meeting Room East 7:00 p.m. (Dinner at 6:30 p.m.)
2. **Executive Committee Meeting**: No meeting in February. Next meeting: March 14, 2018
3. **Capital Planning Committee Meeting**: February 22, 2018, Philip S. Miller Library, Executive Library Director's Office, 10:30 a.m. – 11:30 a.m.
4. **Board Study Session**: No Study Session in February. Next meeting: March 22, 2018
5. **Human Resources Committee Meeting**: No meetings currently scheduled.
6. **Board Annual Retreat**: February 24, 2018, 8 a.m. meet at Philip S. Miller Library to carpool to 21C
7. **Board-to-Board with County Commissioners**: February 26, 2018, 5:30 p.m., Douglas County Offices, 100 Third Street, Castle Rock, CO, Commissioner's Hearing Room. Dinner will be served.

OTHER BOARD CALENDAR ITEMS

1. **DCL Foundation Meeting**: April 23, 2018, Lone Tree Library, Event Hall, Noon – 1:00 p.m.
2. **Partnership of Douglas County Governments Meeting**: March 21, 2018, Douglas County School District, 7:00 a.m. – 9:30 a.m.
3. **Douglas County Youth Initiative Meeting**: April 9, 2018, Douglas County Human Services Offices, 1st Floor Conference Room, 8:30 a.m. – 11:30 a.m.
4. **Colorado Association of Libraries Legislative Committee Meeting**: February 2, 2018, Denver Public Library Main Branch, 10:00 a.m.

5. **PDCG Elected Officials Reception:** November 8, 2018, Parker Library, Event Hall, 6:00 p.m. – 8:00 p.m.

WHAT'S HAPPENING THIS QUARTER

- An Evening with NYT Best-selling author, JoJo Moyes: 2/5/2018 7 p.m., CU Denver South
- Happy Birthday Castle Pines: 2/10/2018, Castle Pines Library
- Battle of the Books Finale: 3/14/2018, Location: TBD (past years it has been at the PACE Center)
- Camp DCL: Spring Break 3/19-23/2018, Multiple Branches
- Booktopia: 4/28, 11 a.m. – 2 p.m., Philip S. Miller Library

ADJOURN