

**DOUGLAS COUNTY LIBRARIES**  
**Board of Trustees and Business Meeting**  
**October 29, 2025**  
**Castle Rock, CO**

President Nolan called the business meeting to order at 5:31 p.m.

This meeting was held and was noticed in compliance with both Colorado Open Meeting Law and the Douglas County Libraries Bylaws.

The following were present:

**TRUSTEES:** Suzanne Burkholder, Pam Hampton, Zach McKinney, Terry Nolan, Ted Vail, Taylor Watson, and Amy Windju

A quorum was present.

**STAFF:** Bob Pasicznyuk, Jack Caudle, Casie Cook, Amy Fischer, and Patti Owen-DeLay

**OFFICER:** Castle Rock Police Officer Yowell

**PUBLIC:** Nancy Student, Adelita Campbell, Sterling Sylvester (DCL Staff), and Becky Spilver (DCL Staff)

**PUBLIC COMMENTS**

**Nancy Student.** Appreciative of the board moving business meetings to Lone Tree in response to community requests for easier access. Heartfelt thanks to retiring trustee Suzanne Burkholder for her service as a trustee. Recommended board members see the documentary film “The Librarians.”

**Adelita Campbell.** DC resident. Encourages the board to have the libraries engage in National Banned Books Week. Sees opting out as sending a message that DCL does not stand up for intellectual freedom. Requests the board to 1. Officially support Banned Books Week; 2. Allow all staff and locations to participate; 3. Ensure policies support the same.

**CONFLICT OF INTEREST.** No trustees declared a conflict of interest.

**CONSENT AGENDA**

1. Minutes September 24, 2025, Business Meeting
2. Executive Library Director Title Change
3. 2026 Staff Day Closure

**MOTION 25-10-01:** Windju moved and the motion carried unanimously to approve the consent agenda of September 24, 2025, business meeting minutes, the request to update the Executive Library Director’s title, and the 2026 Staff Day closure. McKinney seconded the motion.

## **LIBRARY BUSINESS**

### **2026 Draft Budget**

Nolan prefaced the motion with the board having reviewed the proposed 2026 budget in study session covering updates and major expenditures. There was no additional discussion.

**MOTION 25-10-02:** Nolan moved and the motion carried unanimously to approve the proposed budget boundaries for fiscal year 2026, as presented in the updated draft budget. The budget framework supports the strategic priorities of maintaining collections, saving for the Sterling Ranch site, investing in our people, and enhancing safety and security. Hampton seconded the motion.

### **Executive Library Director Update**

Pasicznyuk reported for context that we have had 350 Citizen Reviews since 2000, roughly 14 a year or two a month. Our 2025 numbers are consistent with the norm.

Pasicznyuk spoke about the Sterling Ranch planned library project and shared a presentation on what library specifications we work toward.

- Customer Base
- Site & Facility Specifications
- Growth Indicators
- Brand Expectations

A few years ago, the board set three site priorities for new libraries:

1. Roxborough area – to bring us up to owned and size norms
2. Lone Tree area
3. Castle Pines area

The presentation showed the site, library design plan, and a video walk-through of the current building plan.

## **PARTNER REPORTS**

### Partnership of Douglas County Governments

No report.

### Douglas County Youth Initiative (DCYI)

Windju: The recent Youth Congress was a wonderful opportunity for the youth to experience government.

### Douglas County Libraries Foundation

Burkholder reported on the Foundation:

- Sending a donor survey.
- Forest of Stories will have over 200 trees throughout the district.

- Colorado Gives Day will begin in November and ends December 9, 2025. All trustees are encouraged to donate in support of the work the Foundation does on behalf of the library.

## **EXECUTIVE SESSION – Executive Library Director’s Annual Review and Goals**

Pasicznyuk waived his right to have the discussion in open meeting.

**MOTION 25-10-03:** Nolan moved to enter Executive Session per Colorado Open Meeting Law pursuant to C.R.S. Section 24-6-402(4)(f), C.R.S., for the purpose of discussing personnel matters related to the Executive Library Director’s annual review and goals. Burkholder seconded the motion.

No discussion.

The board entered Executive Session at 5:58 p.m.

The board returned to open meeting at 6:28 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 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, Nolan asked that they state their concerns for the record.

Hearing none, the meeting continued.

## **TRUSTEE COMMENTS AND QUESTIONS**

Hampton asked for clarification on the district’s position on Banned Books Week. Pasicznyuk shared that we have not seen an outcome by participating that would be beneficial and feels that Douglas County Libraries lives intellectual freedom every day. We want to provide experiences that bring people together.

Burkholder talked about Storytime as a huge market vote by our public and how it also fills one of our core initiatives.

## **UPCOMING BOARD MEETINGS**

- November 20, 2025, Executive Committee Meeting, Castle Pines Library, Castle Pines, 8:00 a.m.-9:00 a.m.
- Mondays, November-December 1, 2025, Task Force Meeting, Virtual, 4:00 p.m.-5:30 p.m.
- December 3, 2025, Philip & Jerry Miller Library, Castle Rock
  - Board Study Session, 4:00 p.m. (Dinner at 5:00 p.m.)
  - Board Budget Public Hearing and Business Meeting, 5:30 p.m.

## **OTHER MEETINGS**

- November 12, 2025, Partnership of Douglas County Governments – Elected Officials Reception, The Golf Club at Bear Dance, Larkspur, Colorado, 6:00 p.m.-8:00 p.m.

**ADJOURN**

Nolan adjourned the meeting at 6:48 p.m.

Respectfully submitted,  
Ted W. Vail, Board Secretary  
Minutes prepared by Patti Owen-DeLay  
Approved MOTION: 25-12-01, December 3, 2025.