

**DOUGLAS COUNTY LIBRARIES
Board of Trustees Annual Meeting
January 28, 2026
Lone Tree Library, Lone Tree, CO**

President Nolan called the annual meeting to order at 5:30 p.m.

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

The following were present:

TRUSTEES: Pam Hampton, John Kennedy, Terry Nolan, Zach McKinney, Taylor Watson, Amy Windju, and Ted Vail

STAFF: Bob Pasicznyuk, Casie Cook, Jill Corrente, Linda Kennedy, Chris Morrelli, Jesse Politi, Robin Warnke, and Patti Owen-DeLay

OFFICER: Lone Tree Commander Deland

GUEST: Kim Seter, Douglas County Libraries Foundation Legal Counsel

PUBLIC: Adelita Campbell, Chris Campbell, Kathy Dannemiller, Robb Luinstra (DCL Staff), Becky Spilver (DCL Staff), Emily Suyat

PUBLIC COMMENTS:

Adelita Campbell: Thank you for moving meeting to Lone Tree for easier public access. District 1 seat: concerns that it was filled by John Kennedy with no information about how the seat was filled or transparency of the process. Concerns regarding no Martin Luther King or Black history month recognition or events. Wants board to address this matter.

ADDITION TO THE CONSENT AGENDA:

Appointment of John S. Kennedy as District I trustee.

MOTION 26-01-01: Nolan moved and the motion carried unanimously to add the appointment of John S. Kennedy as District I trustee to the agenda. McKinney seconded the motion.

MOTION 26-01-02: Nolan moved and the motion carried unanimously to accept the appointment of John S. Kennedy as District I trustee. Vail seconded the motion.

CONSENT AGENDA

1. Minutes December 3, 2025, Budget Public Hearing and Business Meeting
2. Audit Engagement Letter
3. 2026 Annual Designation of Board Public Notice Posting Memo
4. 2026 Annual Declaration of Parliamentary Authority Book
5. Budgeted Capital Expenditures

- a. Branch Server Upgrades
- b. Firewall Upgrades
- c. Castle Pines Playscape Replacement

MOTION 26-01-03: Watson moved and the motion carried unanimously to approve the consent agenda, including the December 3, 2025, Budget Public Hearing and Business Meeting minutes; 2025 Audit Engagement Letter; 2026 Annual Designation of Board Public Notice Posting memo; 2026 Declaration of Parliamentary Authority Book; and Budgeted Capital Expenditures for Branch Server Upgrades, Firewall Upgrades, and Castle Pines Playscape Replacement. Windju seconded the motion.

LIBRARY BUSINESS

No one declared a conflict of interest on any of the action matters below.

Annual Meeting Elections and Appointments

- **Election of Officers.**

Approval of ballot process.

The board voted to handle elections by ballot for board officers, as allowed by Colorado Open Meeting Law.

MOTION 26-01-04: McKinney moved and the motion passed unanimously that the voting for the 2026 annual elections of officers be done by ballot, with voting done position by position as there is more than one nomination per position. Watson seconded the motion.

Those offering to serve:

President: Terry Nolan and Ted Vail

Vice-President: Zach McKinney and Taylor Watson

Secretary: Pam Hampton and Ted Vail

MOTION 26-01-05: McKinney moved and the motion passed unanimously to accept the 2026 ballot as presented. Watson seconded the motion.

The board voted anonymously for each position one-by-one. Owen-DeLay read the results into the record.

President: Terry Nolan, 4 to 3 vote

Vice-President: Zach McKinney, 4 to 3 vote

Secretary: Ted Vail, 4 to 3 vote

- **Appointment of Representative Opportunities.**

Information about each opportunity was outlined in the Board Packet.

The three opportunities are:

1. Partnership of Douglas County Governments

Douglas County Libraries is a partner organization of the Partnership of Douglas County Governments, formed to collaborate on countywide initiatives.

2. Douglas County Youth Initiative

The Douglas County Youth Initiative, a program of the Partnership of Douglas County Governments, supports early intervention and collaboration of youth services in the county.

3. Douglas County Libraries Foundation

Douglas County Libraries Foundation is dedicated to supporting Douglas County Libraries. As a standalone 501(c)3, it is a requirement of the Foundation bylaws that a Douglas County Libraries Board member serve as a Class I Director for the Foundation.

MOTION 26-01-06: McKinney moved and the motion carried unanimously to retain Vail as the 2025 board representative for the Partnership of Douglas County Governments; retain Windju as the board representative for the Douglas County Youth Initiative; and appoint Watson as the Class I Director for the Douglas County Libraries Foundation. Vail seconded the motion.

- **Annual Conflict of Interest Forms.**

Owen-DeLay shared that trustees have been given the forms to complete this annual obligation.

Action Items

- **Sterling Ranch Land Donation**

Pasicznyuk spoke about the land donation agreement and the path through the Douglas County Libraries Foundation. This is a significant step toward a new library in Sterling Ranch. Pasicznyuk shared information about the land location and considerations of the land off Titan Road. Design development is mid-process. Ultimately, the land will be large enough with the expansion of Titan Road to facilitate library growth as required.

MOTION 26-01-07: McKinney moved and the motion carried unanimously to authorize the donation of land for a new Sterling Ranch library via **DCLF/DCL Resolution 26-01-01** and authorize current Library Board President Nolan to execute DCLF/DCL Resolution 26-01-01, the Library Donation Agreement, POA Seventeenth Supplemental Declaration, and Post-Closing Library Development Agreement as needed on behalf of Douglas County Libraries. Vail seconded the motion.

- **Virtual Meetings**

Pasicznyuk asked the board if it wants to begin offering virtual meetings. Staff believe this will eventually be a mandate, as the legislature has had bills on this matter for the last two sessions without it passing. Also, county municipal partners offer virtual meetings.

The board discussed whether to do it; how bids were garnered in estimation of the cost; and if meetings were to be more accessible, why did we choose one location—can't we have a portable system?

Nolan proposed that the question be handled in the three pieces of action requested by staff.

MOTION 26-01-08: McKinney moved and the motion carried 6 to 1 to authorize and direct library staff to purchase hardware, software, and services in support of virtual meeting access, not to exceed the budgeted amount of \$200,000. Watson seconded the motion.

MOTION 26-01-09: Vail moved and the motion carried unanimously to direct staff to make all necessary preparations for virtual meetings so that citizens may attend and interact with the meeting with the same prerogatives and boundaries as “in-room” participants. Watson seconded the motion.

MOTION 26-01-10: Watson moved and the motion carried 6 to 1 to direct staff to record and archive Board Business Meetings when preparations are complete so that all citizens may view meetings at their convenience. Kennedy seconded the motion.

- **Direction Regarding Strategic Planning**

Pasicznyuk spoke about his proposal to move strategic planning forward, using birthday parties as a “why we do what we do”—because Douglas County Libraries inspires a love of reading, discovery, and connection.

Vail countered with wanting the task force to continue. The board discussed the two approaches.

MOTION 26-01-11: McKinney moved and the motion passed unanimously to direct staff to take the following action:

1. Adopt the proposed five-fold strategy and planning framework outlined in the January 2026 memo “Request for Authorization – 2026 Strategy and Planning Framework.”
2. Direct the Executive [Director] to employ Peak Facilitation supporting the Board Retreat.
3. Conduct a competitive search and recommend an experienced firm for community survey, data gathering, and analysis.
4. Create a budget amendment for this work, allocating resources for planning.
5. Amend the memo adding a sixth authorizing bullet – to continue the task force to capture those objectives as previously authorized and bring them back to the board for the April 11, 2026, retreat. Vail seconded the motion.

Authorizing Task Force motion, MOTION 25-08-04. The Task Force will conduct an analysis of the library’s business and community needs as preparation to further business/strategy development and planning.

Windju stepped out of the room before the vote.

Watson removed himself from the task force. Nolan asked for a volunteer to replace Watson. Kennedy volunteered.

MOTION 26-01-12: McKinney moved and the motion passed with six affirmative votes (no Windju) to appoint Kennedy, Vail, and Windju as the Task Force members. Watson seconded the motion.

Windju returned to the room.

- **Direction Chandler Asset Management Investments**

Cook shared that Blackwood with Chandler Investment recommends moving some reserves to slightly longer-term securities, believing this approach will earn more interest.

MOTION 26-01-13: Vail moved and the motion passed unanimously to approve moving forward with Chandler Asset Management's recommendations to invest the Reserve Fund in a diversified portfolio aligned with 1-3 Year U.S. Treasury & Agency benchmark. This keeps safety priorities intact while positioning DCL to earn stronger long-term returns. Quarterly reporting will track performance against benchmark. McKinney seconded the motion.

- **Executive Director's 2025 Time in Position adjustment** – Discussion later in Executive Session; see below citation for authorization and outlined topics.
- **Risk Policy and Risk Resiliency Prioritization** – Discussion later in Executive Session; see below citation for authorization and outlined topics.

Executive Library Director Update

Given the meeting length and upcoming Executive Sessions, Pasicznyuk only shared:

- The percentage of population of Douglas County residents who have a library card has increased over time.
- Legislation to codify how trustee appointments are handled outlined in Colorado Library Law is forward.
- The finance group is working to close out 2025, and on the 2025 audit.
- The Castle Pines lease for use of the Castle Pines library for municipal needs is ending and they will be moving out, and going forward only using the library for staff meetings.
- There is a flurry of capital projects underway.

PARTNER REPORTS

Partnership of Douglas County Governments

Vail met and reported on what was happening at the legislature. Great to see partnership.

Douglas County Youth Initiative (DCYI)

Windju had no report.

Douglas County Libraries Foundation

Owen-DeLay reported that the Foundation met on January 26, 2026, for its annual meeting, noting:

- The Foundation accepted the Sterling Ranch land donation and approved the resolution to hand it over to Douglas County Libraries.
- The Foundation is near bylaws capacity for the number of directors on the board.
- The Foundation approved its 2026 budget.
- The Foundation continued with its annual goals of:
 - Board Recruitment
 - Endowment Growth, and
 - Funding of Library Program(s) for building Foundation awareness and library support

EXECUTIVE SESSION

Executive Director's 2025 Time in Position adjustment, goals, pay rate, and bonus.

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

MOTION 26-01-14: 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 Director's goals, pay rating, bonus, and time in position salary adjustment. Watson seconded the motion.

No discussion.

The board entered Executive Session at 7:12 p.m. The board returned to the open meeting at 7:32 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.

MOTION 26-01-15: Watson moved and the motion carried unanimously to accept the Executive Director's 2026 goals. Hampton seconded the motion.

MOTION 26-01-16: Vail moved and the motion passed unanimously to accept the Executive Director's appraisal rating of Premium Performance. Watson seconded the motion.

MOTION 26-01-17: Hampton moved and the motion passed unanimously to accept the Executive Director's Time in Position adjustment. Windju seconded the motion.

EXECUTIVE SESSION

Risk Policy and Risk Resiliency Prioritization

MOTION 26-01-18: Nolan moved to enter Executive Session per Colorado Open Meeting Law pursuant to C.R.S. Section 24-6-402(4)(d), C.R.S., for the purpose of discussing specialized details of security arrangements and crisis management plans, related risk policy, and risk resiliency prioritization. Windju seconded the motion.

No discussion.

The board entered Executive Session at 7:34 p.m. The board returned to the open meeting at 7:43 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.

MOTION 26-01-19: Nolan moved and the motion carried unanimously to authorize Windju and Pasicznyuk to develop a draft for a new Safety & Security Risk Policy. Windju seconded the motion.

Windju and Pasicznyuk will connect to move this forward, answering some questions Windju has. Windju will create a draft from her already done research.

TRUSTEE COMMENTS

McKinney shared that his son was in a Battle of the Books event last night and how wonderful the competition was.

UPCOMING BOARD MEETINGS

- February 12, 2026, Executive Committee Meeting, Castle Pines Library, Castle Pines, 8:00 a.m.
- February 25, 2026, Lone Tree Library, Lone Tree
 - Board Study Session, 4:00 p.m. (Dinner at 5:00 p.m.)
 - Board Business Meeting, 5:30 p.m.

OTHER MEETINGS

- March 18, 2026, Partnership of Douglas County Governments, 7:30-9:30 a.m. with breakfast at 7:00 a.m., location TBD.

ADJOURN

Nolan adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Ted Vail, Board Secretary

Minutes prepared by Patti Owen-DeLay

Approved February 25, 2026, MOTION 26-02-01