

DOUGLAS COUNTY LIBRARIES
Board of Trustees Meeting
February 28, 2018
Castle Rock, CO

President Murphy called the annual meeting to order at 7:00 p.m.

The following were present:

TRUSTEES: John Beckwith, Eleanor Brown, Ron Cole, Sean Duffy, John Howe, and Janiece Murphy

Bob Morris was absent. The absence was excused. A quorum was present.

STAFF: Bob Pasicznyuk, Susan Byrne, Amber DeBerry, April Durham, Amy Fischer, Jaime Gotlieb, Sheila Kerber, Jeff Konishi, Sharon Nemechek and Patti Owen-DeLay.

PUBLIC COMMENT

None.

CONSENT AGENDA

MOTION 18-02-01: Beckwith moved and the motion carried unanimously to approve the consent agenda, including the minutes of January 31, 2018 amended as noted below and the 2018 Staff Day Closure of August 24.

Amendment to the minutes: reflect that Beckwith requested the vote for the Customer Experience Survey be tabled until all trustees were present. Beckwith, however, did not make a motion for that request during the meeting.

STRATEGIC UPDATE

Pasicznyuk talked about education as an area where libraries can plant a flag for focus and strengthening of our mission.

DISTRICT BUSINESS

No one declared a conflict of interest.

STANDING COMMITTEE REPORTS

Executive Committee.

Key Performance Indicator (KPI)

Pasicznyuk answered the board's questions around the KPI.

Partnership of Douglas County Governments Signup

Sign up with Patti to track who is attending the Partnership meetings to ensure compliance with Colorado Sunshine Law.

Bylaws & Policies.

The Standard Code of Parliamentary Procedure

MOTION 18-02-02: Duffy moved and the motion carried unanimously to accept "The Standard Code of Parliamentary Procedure" by Alice Sturgis as the board's go to resource when there are Parliamentary questions.

Ad Hoc Committee.

Brown updated the Board on work that has begun on committee charges and committee chairs, updates to the Bylaws, and Trustee Manual concerning committees.

Capital Planning Committee.

Roxborough Refresh Update Closure

MOTION 18-02-03: Howe moved and the motion carried unanimously to approve the closure of the Roxborough Library for twelve days beginning on April 2, 2018 for refresh and maintenance work.

Highlands Ranch Library Renovation Update

MOTION 18-02-04: Howe moved and the motion carried unanimously to approve the budgeted capital expenditure not to exceed \$160,344 for planning, discovery and preparation work toward the James H. LaRue Library renovation project.

Human Resources Committee.

Executive Library Director's Contract length.

This discussion will be handled in later Executive Session.

FOUNDATION REPORT

No Report.

EXECUTIVE COMMITTEE

MOTION 18-02-05: Murphy moved and the motion carried unanimously to move into Executive Session for discussion of Personnel Matters C.R.S. §24-6-402(4)(f).

RETURN TO OPEN MEETING

Murphy stated: For the record, if any person who participated in the executive session believe 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, I ask that you state your concerns for the record. No concerns were stated.

TRUSTEE COMMENTS

Beckwith reported that Guaranty Bank was sold and First Tier is coming in to the location in Castle Rock.

UPCOMING BOARD MEETINGS

1. **Board Meeting**: March 28, 2018, Parker Library, Event Hall A, 7:00 p.m. (Dinner at 6:30 p.m.)
2. **Executive Committee Meeting**: March 14, 2018, Castle Pines Library, 2nd Floor Conference Room, 12:00 p.m. – 1:30 p.m.
3. **Capital Planning Committee Meeting**: March 22, 2018, James H. LaRue Library, Kuni Lexus Study Room, 9:30 a.m. – 11:30 a.m.
4. **Board Study Session**: March 22, 2018, James H. LaRue Library, Shea Meeting Room B, 11:30 a.m. – 1:00 p.m.
5. **Human Resources Committee Meeting**: No meetings currently scheduled.

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**: March 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

- Battle of the Books Finale: 3/14/2018, Location: 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

President Murphy adjourned the meeting.

Respectfully submitted,


Rondle Cole, Secretary

Minutes prepared by Patti Owen-DeLay

