

PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES
March 15, 2023 5 pm
PENROSE – COLUMBINE ROOM



VIRTUAL MEETING (ZOOM)

Call in: 1-253-215-8782 or 1-312-626-6799 or 1-669-900-6833 or 1-346-248-7799
Meeting ID: 867 7654 8192
Passcode: 569086

President Aaron Salt, Secretary/Treasurer Erin Bents, Trustee Debbie English, Trustee Julie Smyth, and Trustee Scott Taylor

Interim Chief Librarian and CEO Teona Shainidze Krebs, Family & Children's Services Director Melody Alvarez, Chief Safety, Security and Community Resources Officer Michael Brantner, Video Producer/Director Drew Cerino, Executive Assistant Laura Foster, Chief Information Technology Officer Justin Goodwin, Chief Financial Officer Randy Green, Controller Kim Hoggatt, Chief Development Officer and Foundation Executive Officer Lance James, Program Coordinator John Jarrell, Friends of the Pikes Peak Library District Board of Directors President Rita Jordan, Facilities Project Manager Travis Keeton, Chief Human Resources and Organizational Development Officer Heather Laslie, Regional History and Genealogy Director Brett Lobello, ILS Administrator Colleen Medling, Penrose Library Manager Tiffany Paisley, Collection Management Director Jenny Pierce, Interim Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Senior Library Associate Carol Scheer, Director of Southeast Region Abby Simpson, Chief Facilities Management Officer Gary Syling, Internal Communications Specialist Jeremiah Walter, Ruth Holley Library Manager Tess Warren, Randi Brantner, Lauren Hope, Paula

Members absent; Trustee Dora Gonzales and Trustee Dr. Ned Stoll

REGULAR MEETING OF THE BOARD OF TRUSTEES

CALL TO ORDER

President Aaron Salt called the March 15, 2023 regular meeting of the Pikes Peak Library District Board of Trustees to order at 5:00 pm.

PLEDGE OF ALLEGIANCE

ITEMS TOO LATE FOR THE AGENDA

There were no items too late for the agenda.

PUBLIC COMMENT

There was no public comment

PRESENTATIONS

Staff Promotions and New Hires

Regional History and Genealogy Director Brett Lobello introduced Program Coordinator John Jarrell.

REPORTS

Friends of the Pikes Peak Library District Report

The Friends of the Pikes Peak Library District Report was included in the Board packet. Friends of the Pikes Peak Library District Board of Directors President Rita Jordan highlighted that the Spring book sale at East resulted in 10,970 books & media sold and total sales of \$13,987.32, (including tax). Over the three days, the total attendance was 1239 and 63 volunteers participated.

Pikes Peak Library District Foundation Report

The Pikes Peak Library District Foundation Report was included in the Board packet. Chief Development Officer and Foundation Executive Director Lance James announced that the Foundation Development Committee has set the date for the 1st annual Night at the Library Gala for Saturday, October 21, 2023 at 5:30 p.m. at Library 21c.

Financial Report: February 2023

The February Financial Report was included in the Board packet. Chief Financial Officer Randy Green pointed out that PPLD often receives a large amount of property tax in February, resulting in a substantial increase in revenue.

Public Services Report

The Public Services Report was included in the Board packet. Interim Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles mentioned that the Winter Adult Reading Program (WARP) registration is higher than in 2022, and that the Food Industry Training (FIT) graduation will take place on Friday March 17 at Library 21c.

Support Services Reports: Communications Report, Facilities Report, Human Resources Report, Information Technology Report, Safety, Security, and Community Resources Report

The Support Services reports were included in the Board packet.

Interim Chief Librarian's Report

Interim Chief Librarian Teona Shainidze Krebs thanked Penrose (PE) staff for their flexibility and patience while the District works with public health on the meth. contamination of the bathrooms, stating that staff have been very gracious in dealing with the unknown. Ms. Shainidze Krebs gave kudos to PE building management and facilities, as well as members of leadership who did an excellent job of relocating staff during the PE closure. Interim Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Chief Facilities Management Officer Gary Syling, and Chief Safety, Security, and Community Resources Officer Michael Brantner were commended for their support and excellent response in handling the temporary closure. Ms. Shainidze Krebs shared her appreciation for Interim Chief Communications Officer Denise Abbott who, despite having just started in her role, handled the announcement beautifully as well as fielding multiple inquiries from the media.

Board Reports

CEO Search Committee

Debbie English shared that the Board of Trustees held screening interviews on Monday March 13 and will determine finalists during an Executive Session later in this meeting. The Trustees expressed their appreciation for Chief Human Resources and Organization Development Officer Heather Laslie and Chief Information Technology Officer Justin Goodwin for providing support to the committee..

Governance Committee Report

The Governance Committee did not meet in March 2023.

Internal Affairs Committee Report

The Internal Affairs Committee did not meet in March 2023.

Public Affairs Committee Report

The Public Affairs Committee did not meet in March 2023.

Trustee comments

Debbie English shared that she attended NARCAN training and has picked up her WARP book.

Aaron Salt met with about 50 staff members at a meet and greet last Friday. The CEO search, budget and circulation were topics of interest, and Aaron did his best to address some concerns and misinformation.

Scott Taylor mentioned that Trustees are selecting the libraries and departments for the Adopt-a-Trustee program.

BUSINESS ITEMS

Consent Items

DECISION 23-3-1

Minutes of the February 15, 2023 Board of Trustees meeting

Motion: Scott Taylor made a motion that the Board of Trustees approve the February 15, 2023 Board of Trustees meeting minutes as presented.

Second: Erin Bents seconded the motion.

Vote: The motion was approved unanimously.

New Business

DISCUSSION: Facilities Master Plan

The Facilities Master Plan draft was included in the Board packet. Chief Facilities Management Officer Gary Syling stated his team has reviewed plans from several library and school districts, and they all differ somewhat. Mr. Syling asked that any feedback regarding the draft plan be provided by April 3rd, as the release of a Request for Proposal (RFP) is expected by mid-April. The expectation is to bring the plan to the Board for approval in June 2023. Implementing the plan may take as long as 12 months and should include budget expectations for 2025.

DISCUSSION: Trustee use of PPLD email and network

President Aaron Salt shared that additional training will be required of Trustees when their ppld.org email addresses are added to the 'All' distribution list on the network. This training will include phishing emails that are randomly sent. If these emails are not reported as a phishing message, additional training will be required to maintain full email use. The email system is set up to not allow responding to all by most recipients of 'All' emails. The Board of Trustees requested to not be included in the 'All' email distribution list.

EXECUTIVE SESSION

Board President Aaron Salt called for a motion from the Board to move into Executive Session to discuss personnel matters related to the Chief Librarian and CEO Search as authorized by C.R.S. § 24-6-402(4)(f).

Motion: Scott Taylor made a motion to enter into Executive Session to discuss personnel matters related to the Chief Librarian and CEO Search as authorized by C.R.S. § 24-6-402(4)(f).

Second: Debbie English seconded the motion.

Vote: The motion was approved unanimously.

The following attendees left the meeting at 5:35 p.m.: Interim Chief Librarian and CEO Teona Shainidze Krebs, Family & Children's Services Director Melody Alvarez, Chief Safety, Security and Community Resources Officer Michael Brantner, Video Producer/Director Drew Cerino, Executive Assistant Laura Foster, Chief Information Technology Officer Justin Goodwin, Chief Financial Officer Randy Green, Controller Kim Hoggatt, Chief Development Officer and Foundation Executive Officer Lance James, Program Coordinator John Jarrell, Friends of the Pikes Peak Library District Board of Directors President Rita Jordan, Facilities Project Manager Travis Keeton, Chief Human Resources and Organizational Development Officer Heather Laslie, Regional History and Genealogy Director Brett Lobello, ILS Administrator Colleen Medling, Penrose Library Manager Tiffany Paisley, Collection Management Director Jenny Pierce, Interim Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Senior Library Associate Carol Scheer, Director of Southeast Region Abby Simpson, Chief Facilities Management Officer Gary Syling, Internal Communications Specialist Jeremiah Walter, Ruth Holley Library Manager Tess Warren, Randi Brantner, Lauren Hope, Paula

Interim Chief Librarian and CEO Teona Shainidze Krebs was called into Executive session at approximately 6:00 p.m.

There being no further discussion related to personal matters related to the Chief Librarian and CEO Search as authorized by C.R.S. § 24-6-402(4)(f) President Aaron Salt called for a motion to return to Open Session.

Motion: Scott Taylor made a motion that the Board of Trustees reconvene in Open Session.

Second: Erin Bents seconded the motion.

Vote: The motion was approved unanimously.

The Board reconvened in Open Session at 6:22 p.m.

ADJOURNMENT

There being no further business to conduct, President Aaron Stoll adjourned the March 15, 2022 meeting of the Pikes Peak Library District board of Trustees at 6:22 p.m.

The full packet of materials for this meeting of the Pikes Peak Library District Board of Trustees is available at <https://ppld.org/board-trustees>