



PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES

July 21, 2021 4 pm

Penrose Library – 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: 999 9730 6850

Passcode: 399338

BOARD MEMBERS, PIKES PEAK LIBRARY STAFF & OTHERS PRESENT

President Wayne Vanderschuere, Vice President Scott Taylor, Secretary/Treasurer Dora Gonzales, Trustee Debbie English, Trustee Cathy Grossman, Trustee Mina Liebert, Trustee Dr. Ned Stoll

Chief Librarian and CEO John Spears, Librarian Evan Childress, Director of the West Region Michael Doherty, Audio Visual Analyst Phillip Dumas, Executive Assistant Laura Foster, Penrose Library Manager Alicia Gomori, County Commissioner Randy Helms, Chief Development Officer and Foundation Executive Officer Lance James, Chief Human Resources and Organizational Development Officer Heather Laslie, Chief Information Technology Officer Rich Peters, Chief Communications Officer Michelle Ray, Director of Adult Education Tammy Sayles, Chief Public Services Officer and Deputy Chief Librarian Teona Shainidze Krebs, Chief Facilities Management Officer Gary Syling, Chief Financial Officer Mike Varnet, Internal Communications Specialist Jeremiah Walter, Steve Abele, Economic and Planning Systems Vice President Tim Morzel, David Neville, Cohen-Esrey Development Director Lisa Sorenson, Executive Director of the Colorado Springs Urban Renewal Authority Jariah Walker

CALL TO ORDER

President Vanderschuere called the July 21, 2021 meeting of the Pikes Peak Library District Board of Trustees to order at 4:02 p.m.

ITEMS TOO LATE FOR THE AGENDA

There were no items too late for the agenda.

CORRESPONDENCE AND PRESENTATIONS

Presentations

Storytime Outreach to R.J. Montgomery Center

Penrose Library Manager Alicia Gomori and Librarian Evan Childress provided an overview of the Storytime Outreach to the R.J. Montgomery Center that began last week. The Center is operated by the Salvation Army and serves families experiencing homelessness.

The program focuses on early literacy and the critical development of skills young children need to be prepared to learn to read and write when reaching school age. Bringing Storytime to the Center removes the barrier some families have in coming to the library and provides some normalcy for families facing difficult circumstances. Both children and adult books are donated by PPLD in hopes of fully stocking a bookshelf at the Center.

PUBLIC COMMENT

County Commissioner Holly Williams shared her appreciation for the change in meeting time to 5:00 p.m. Commissioner Williams mentioned that she had attended the National Association of Counties Meetings in Washington D.C. and shared that

some larger counties bring representatives from their libraries to the meetings to apply for awards. President Vanderschuere shared that PPLD won the Golding Award from the Special District Association last year, a recognition that is rarely awarded to libraries. Commissioner Williams congratulated PPLD for the recognition as the Special District Association is a large organization that includes a wide breadth of community services in Colorado.

BUSINESS ITEMS

Decision 21-7-1: Minutes of the June 16, 2021 Meeting

The minutes of the June 16, 2021 meeting of the Pikes Peak Library District Board of Trustees were included in the Board packet.

Motion: Dr. Stoll made a motion to approve the minutes of the June 16, 2021 regular meeting of the Pikes Peak Library District Board of Trustees as presented.

Second: Dora Gonzales seconded the motion.

Vote: The motion was approved unanimously.

Consent Items

There were no consent items on the agenda.

Unfinished Business

There was no unfinished business.

New Business

Decision 21-7-2: Almagre Urban Renewal Area

Executive Director of the Colorado Springs Urban Renewal Authority Jariah Walker introduced Lisa Sorensen, Development Director at Cohen-Esrey, who provided a presentation on the Almagre project, also known as Lofts at 1609, the first affordable housing project in Southeast Colorado Springs. Partners of the project include HOMECOS: Housing our Future, the Pikes Peak Workforce Center, The Independence Center, The Colorado Health Foundation, the Colorado Housing and Finance Authority (CHFA) and local organization who provide services to veterans and those experiencing homelessness.

Trustee Mina Liebert suggested partnering with the RISE Coalition (RISE | Southeast). Rise | Southeast is a partnership with the Colorado Springs Black Chamber of Commerce, The Council of Neighbors and Organizations (CONO) and the YMCA of the Pikes Peak Region. This partnership could provide options for informing local residents about the project. Income verification will be required of applicants and rent will be re-evaluated and changed as needed over time.

PPLD's further collaboration with this project could include an onsite computer lab for residents. The financial impact on PPLD's budget is approximately \$5000 per year for the next 25 years. It is the recommendation of PPLD Leadership that the Board approve this project.

Motion: Mina Liebert made a motion to approve the Library District's participation in the Colorado Springs Urban Renewal Authority Almagre project as presented.

Second: Debbie English seconded the motion.

Vote: President Vanderschuere called for a vote by roll call.

Wayne Vanderschuere: Yes

Scott Taylor: Yes

Dora Gonzales: Yes

Debbie English: Yes
Mina Liebert: Yes
Dr. Ned Stoll: Yes
Cathy Grossman abstained from voting

With six members voting yes and one member abstaining, the motion passed 6-0.

Decision 21-7-3: 2020 Fiscal Year Audit

An audit of PPLD's 2020 financial records was conducted in accordance with all applicable State statutes and in accordance with Generally Accepted Auditing Standards.

Representatives from BKD, LLP met with the Internal Affairs Committee virtually on June 28, 2021. BKD, LLP issued an unqualified opinion, which means that PPLD's financial records are materially correct as presented.

Chief Financial Officer Mike Varnet briefly highlighted some details included in the *Comprehensive Annual Financial Report for the Year ending December 31, 2020*, which was included in the Board packet. Mr. Varnet thanked everyone who participated in the audit process, specifically recognizing Accountant Tatiana Zonte and all Finance Department team members.

Motion: Cathy Grossman moved that the Pikes Peak Library District Board of Trustees accept the audit of the District's 2020 financial records as presented by BKD, LLP.

Second: Mina Liebert seconded the motion.

Vote: The motion was approved unanimously.

Decision 21-7-4: Solution as a Service: Self-Check and Security Gate Replacement

Chief Information Technology Officer Rich Peters presented four courses of action (COA) of which the fourth is the recommended solution. Any additional technology expenditures, including additions or deletions to meet emerging requirements, are included in the subscription price.

Motion: Dr. Stoll moved that the Pikes Peak Library District Board of Trustees approve the fourth COA as presented.

Second: Scott Taylor seconded the motion.

Vote: The motion was approved unanimously.

President Vanderschuere took a moment to welcome City Councilman Randy Helms to the meeting. Councilman Helms indicated he came directly from the Utilities Board meeting and will catch up on the earlier portion of the meeting with Commissioner Williams.

Decision 21-7-5: Patron Technology Refresh for Patron Computers

Chief Information Technology Officer Rich Peters explained that this plan will provide a significant cost savings for the District, eliminating the RFP process that requires a lot of time for IT and Finance staff.

Motion: Scott Taylor made a motion that the Pikes Peak Library District Board of Trustees approve the Patron Technology Refresh for Patron Computers as presented.

Second: Dr. Stoll seconded the motion.

Vote: The motion was approved unanimously.

Decision 21-7-6: Board meeting time

PPLD Board of Trustee meeting times have been adjusted in the past so that City Council and County Commissioner liaisons are able to attend. The Utilities Board meeting conflicts with our current meeting time and starting the PPLD Board of Trustees meeting at 5:00 pm will make it easier for City Council liaisons to attend. This change would begin in August 2021 and be in effect until another change is necessary.

Motion: Debbie English made a motion that the regular meeting time of the Pikes Peak Library District Board of Trustees be changed to 5:00 p.m. on the existing monthly cycle.

Second: Scott Taylor seconded the motion.

Vote: The motion was approved unanimously.

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 Stephen Adams was unable to attend today's meeting. President Wayne Vanderschuere mentioned that the Literary Awards Ceremony will be held on August 8 at the Colorado Springs Marriott.

Pikes Peak Library District Foundation Report

The Pikes Peak Library District Foundation Report was included in the Board packet. Mina Liebert asked for more details regarding the meeting with the Colorado Springs Health Foundation. Chief Development Officer and Foundation Executive Officer Lance James explained that the conversation centered around social services.

Financial Report

The Financial Report for the period ending June 30, 2021 was included in the Board packet. Chief Financial Officer Mike Varnet shared that PPLD has received the \$350,000 reimbursement from the Coronavirus Relief Fund (CVRF). Revenue is tracking higher than last year, due to tax collection deferrals in 2020, and expenditures are also tracking higher as the transfer from capital funds has already occurred. Overall, the budget is aligned with previous years.

Public Services Report

The Public Services Report was included in the Board packet. Chief Public Services Officer and Deputy Chief Librarian Teona Shainidze Krebs began by thanking the Facilities staff for supporting recent outreach events with limited notice.

Public Services is focused on providing services that reflect the diverse population of El Paso County. Creative Services is planning an exhibit for November honoring military service of staff and their family members and invited the Board of Trustees to participate. Collection of stories and photos will begin in September and the exhibit will travel around the District. This fall, staff will be reaching out to faith-based organizations in the area to discuss how the Library can be of service.

Ms. Shainidze Krebs thanked all of the Public Services Directors for working diligently on the plan for 2022, specifically Shirley Martinez' efforts to address concerns identified in the DEI audit that was presented earlier this year.

Scott Taylor shared his appreciation for Shakespeare in the Park that is in partnership with Theatreworks. This event was held July 10, 2021 in George Fellows Park at East Library.

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

The Support Services Reports were included in the Board packet. Dora Gonzales commented that partnering with Little Libraries is a great idea. Chief Communications Officer Michelle Ray explained that the partnership began to promote Summer Adventure and expects there will be more opportunities to partner in the future. In response to a question from

Mina Liebert, Chief Human Resources Officer Heather Laslie shared that DEI Director Shirley Martinez's responsibilities are focused on the public and internally the responsibility falls on Cody Logsdon as Organization Development Manager in Human Resources. The relationship is very collaborative to ensure consistency. Cathy Grossman shared how impressed she was with the Safety, Social Services & Security Report's creative and forward-thinking approach.

Chief Librarian John Spears announced that Chief Safety, Social Services, and Security Officer Michael Brantner has received the unsung hero award from the Colorado Association of Libraries (CAL). As safety was of utmost concern during the pandemic, PPLD would not have gotten through all the changes without Mr. Brantner's expertise.

Chief Librarian's Report

Chief Librarian John Spears indicated that the Leadership Team is closely monitoring the rate of Covid infections in El Paso County as the Delta variant becomes more prevalent. No changes are expected at this time.

PPLD is discussing the Manitou Art Center (MAC) MOU because of increased MAC memberships and PPLD library cards provided to the public. The discussions revolve around balancing expenses between the two organizations due to this increased activity.

Chief Librarian Spears thanked Chief Finance Officer and the Finance Department staff for their work on the yearly audit.

Training for PPLD staff is being expanded to include quarterly In-Service Days, beginning in late August. These trainings will be specific to the area in which staff work, with a few sessions available to all.

Like many other organizations, PPLD is beginning to experience difficulties with finding applicants for positions at all levels across the district. The District has over 40 open positions. A salary study is being conducted for the Equal Pay for Equal Work Act in conjunction with the Employers Council and a standard salary survey will occur this fall. PPLD is modifying how open positions are advertised and hiring challenges continue to be discussed with local and state Human Resources groups as all are facing this difficulty. Some library positions no longer have the education requirements used in the past. This can broaden the pool of applicants but also lowers the salary for the position and potentially impacts applicant interest.

Board Reports

Governance Committee Report

Governance Committee Chair Debbie English reported that the Committee met on July 6, 2021. The committee discussed the upcoming Trustee vacancy and distributed the competencies survey to Board members to determine what skills are needed on the Board. Conversations continue regarding a retreat for the Board this fall with a date yet to be determined. The timeline for the search process, position description and application will be shared with all Trustees to promote within their own networks. Other topics discussed were the on-going outreach to officials to build and maintain relationship and the Adopt-a-Trustee program that has been postponed until 2022. Trustees should contact Chief Librarian Spears or Governance Committee Chair Debbie English if you'd like to arrange a meeting with any specific department or Library.

Internal Affairs Committee Report

Internal Affairs Committee Chair Dr. Ned Stoll reported that the Committee met on July 6, 2021. The meeting included a presentation on the Almagre Urban Renewal Area and a presentation from Chief Information Technology Officer Rich Peters on the Solutions as a Service and Patron Technology refresh decisions discussed earlier in this meeting. Dr. Stoll also confirmed the audit meeting conducted with BKD, LLP in late June.

Public Affairs Committee Report

Public Affairs Committee Chair Mina Liebert reported that the Committee met on July 6, 2021. The committee discussed how outreach to public officials and local community leaders will occur.

Board President's Report

President Wayne Vanderschuere recommends that everyone listen to the Studio809 podcast with Chief Librarian John Spears and host Beth Roalstad on the new form of community library.

ADJOURNMENT

There being no further business to conduct, President Wayne Vanderschuere adjourned the July 21, 2021 meeting of the Pikes Peak Library Board of Trustees at 5:50 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>