



**PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES**

February 17, 2021 4 pm

[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 DISTRICT 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 & CEO John Spears, Creative Services Director Becca Cruz, Director of the West Region Michael Doherty, Audio Visual Analyst Phillip Doumas, Creative Services Senior Librarian Jennifer Eltringham, Creative Services Senior Librarian Lauren Fellers, Executive Assistant Laura Foster, Fountain Library Manager Gigi Holman, Chief Development Officer and Foundation Executive Officer Lance James, Director of IT Technical Support Juanita Lanaux, Chief HR & OD Officer Heather Laslie, Chief Information Officer Rich Peters, Ruth Holley Library Manager Fran Ponce-Toledo, Chief Communications Officer Michelle Ray, Director of Adult Education Tammy Sayles, Chief Public Services Officer and Deputy Chief Librarian Teona Shainidze Krebs, Director of the Southeast Region Abby Simpson, Chief Facilities Management Officer Gary Syling, Chief Financial Officer Michael Varnet, Internal Communications Specialist Jeremiah Walter

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

**CALL TO ORDER**

President Vanderschuere called the February 17, 2021 regular meeting of the Pikes Peak Library District Board of Trustees to order at 4:00 p.m.

**DECISION 21-2-1:** Ratify decision of Board President and CEO to hold the February 17, 2021 Regular Meeting of the Board of Trustees online.

**Motion:** Cathy Grossman moved that the February 17, 2021 Regular Meeting of the Board of Trustees be held online as stated.

**Second:**

**Vote:** The motion was approved unanimously.

**ITEMS TOO LATE FOR THE AGENDA**

There were no items to add to the agenda.

**CORRESPONDENCE AND PRESENTATIONS**

**Presentations: Introduction of New or Recently Promoted Staff**

Director of the Southeast Region Abby Simpson introduced Fountain Library Manager Virginia 'Gigi' Holman and Ruth Holley Library Manager Fran Ponce-Toledo.

Creative Services Director Becca Cruz introduced Creative Services Librarians Jennifer Eltringham and Lauren Fellers

Director of IT Technical Support Juanita Lanaux introduced Audio Visual Analyst Phillip Doumas.

## PUBLIC COMMENT

There was no public comment.

## BUSINESS ITEMS

### Board Minutes

#### **Decision 21-2-2: Minutes of the January 20, 2021 Meeting**

The minutes of the January 20, 2021 regular meeting of the Pikes Peak Library District Board of Trustees were included in the Board packet.

**Motion:** Dr. Ned Stoll moved to approve the minutes of the January 20, 2021 regular meeting of the Pikes Peak Library District Board of Trustees as presented.

**Second:** Mina Liebert seconded the motion.

**Vote:** The motion was approved unanimously.

### Consent Items

No consent items were presented.

### Unfinished Business

There was no unfinished business.

### New Business

#### **Public Services Strategic Plan**

Chief Public Services Officer and Deputy Chief Librarian Teona Shainidze Krebs shared the strategic plan developed by the Public Service Directors who lead 8 services and 3 regions. Ms. Shainidze Krebs thanked the Directors for incorporating results of the Community Needs Assessment into the plan. She also thanked Cody Logsdon, Organizational Development Manager, and Sarah Marshall, Training Supervisor, for leading the effort to compile individual input into a single comprehensive plan. The theme of the Strategic Plan is 'Combatting Loneliness', and each of the four goals are designed to support the theme.

President Wayne Vanderschuere thanked Public Services for the creation and sharing of this plan.

Trustee Scott Taylor asked for clarification on the Pen Pal program. Ms. Shainidze Krebs shared that this program was initiated at the Rockrimmon library and that details of the Pen Pal Program can be found at <https://ppld.librarymarket.com/ppld-pen-pals>.

President Wayne Vanderschuere took a moment to welcome Commissioner Geitner to the meeting and thanked her for attending.

## REPORTS

### **Friends of the Pikes Peak Library District Report**

The Friends of the Pikes Peak Library District was included in the Board packet. Friends of the Pikes Peak Library District Board of Directors President Stephen Adams was unable to attend the meeting. Trustee Mina Liebert shared that she was impressed with the volume of in-person sales in January 2021, despite being closed to the public until January 18<sup>th</sup>, as well as the increased volume of online sales.

## **Pikes Peak Library District Foundation Report**

The Pikes Peak Library District Foundation Report was included in the Board packet. Trustee Mina Liebert asked for clarification on the applications submitted to Kinder Morgan Foundation and Moniker Foundation. Chief Development Officer and Foundation Executive Director Lance James indicated the Kinder Morgan Foundation application is in support of Summer Adventure and the Moniker Foundation application is in support of general operations. Mr. James shared that the Moniker Foundation application has advanced to the next level of meeting with the Trustees.

Trustee Cathy Grossman asked for an overview of Library Giving Day. Mr. James shared that this is the 3<sup>rd</sup> Library Giving Day, that it is a national initiative as part of National Library week, and that it was started by the Seattle Public Library Foundation. PPLD's approach for 2020 was to launch a peer-to-peer giving campaign. This campaign was rolled out to staff to setup their own fundraising page with approximately \$15,000 being raised overall.

## **Financial Report**

The Financial Report for the period ending January 31, 2021 was included in the Board packet. Chief Financial Officer Michael Varnet reported that January revenue is \$1.28 million, down from last year specifically in the areas of interest income and specific ownership taxes. Expenses amounted to \$1.75 million, about 3% less than last year at this time.

## **Public Services Report**

The Public Services Report was included in the Board packet. Trustee Debbie English shared her appreciation for the detailed report as it helps her feel connected to library activity despite current limitations on public contact.

## **Library Reports**

The Communications Report, Facilities Report, Human Resources Report, Information Technology Report, and Safety, Social Services & Security Report were included in the Board packet.

Trustee Cathy Grossman stated the new floor in the Old Colorado City Library looks beautiful. Chief Facilities Management Officer Gary Syling shared that the project is ahead of schedule and everything is being moved into place.

Chief Development Officer and Foundation Executive Director Lance James stated that the replacement of the floor at the Old Colorado City Library was made possible through a \$75,000 anonymous donation.

## **Chief Librarian's Report**

The Chief Librarian's Report was included in the Board packet. Chief Librarian and CEO John Spears recognized the tremendous amount of work completed by Human Resources and Finance in January to close 2020 and transition to a new calendar year. Mr. Spears also shared his appreciation for the volume of work managed by Chief Communications Officer Michelle Ray and the Communications Department while hiring to fill 2 positions. Kudos were given to the Public Service Directors for developing a Strategic Plan that is an excellent roadmap for the District to build upon in serving the public. Special thanks to the Facilities and IT departments for all their work to prepare the Manitou Springs Library to open at the MAC.

Several concerns have been received recently regarding our mask policy, one of which was also provided to the Board of County Commissioners. The Governor's Orders do give the authority to local governments to implement their own policies. PPLD's policy is based on CDC and El Paso County Public Health Department (EPCPH) guidance and is in-line with other large library districts in Colorado. In following ADA guidelines, an ADA interview is conducted with each patron requesting an accommodation, however providing an accommodation does not require entry into the library buildings without a mask. PPLD also does not allow face shields to be worn without a mask

being worn underneath. Every decision made by PPLD has been approved by legal counsel. To our knowledge, there has been no transmission in any PPLD facility.

President Wayne Vanderschuere thanked Chief Librarian Spears for the diligent efforts to accommodate individual circumstances while maintaining a safe and healthy environment for patrons and staff.

Commissioner Geitner shared her appreciation for the effort to keep the public safe and understands the mask policy is a difficult issue to manage. Commissioner Geitner asked that we reconsider aligning our policy with the Colorado Department of Public Health and Environment (CDPHE) guidelines, especially regarding the age requirement of 10 years and older. Chief Librarian Spears indicated that the PPLD mask policy remains a topic of discussion as different variants emerge and recommendations based on science change. Consideration is also given to the impact changes will have on maintaining library operations. Commissioner Geitner offered her support and assistance in any way that her participation would be helpful.

The American Library Association (ALA) released a resolution to prioritize library workers to receive the COVID-19 vaccination. The Colorado Association of Libraries (CAL) has submitted a request to CDPHE to include library staff in group 1.b.2. for essential front-line human services workers. PPLD staff will receive a survey tomorrow to determine who is interested and ready to receive the vaccine. The results of this survey and a list of staff will be provided to EPCPH.

In response to being granted the privilege of being prioritized for vaccinations, PPLD leadership will be evaluating how we ensure operations continue to remain at the level commensurate with our designation as essential front-line workers. The Leadership Team will be discussing how this effort will be managed and any potential accommodation that can be made as staff receive each dose.

The ALA released a resolution to Condemn White Supremacy and Fascism as Antithetical to Library Work. The attack on the concept of neutrality is a bit troubling, and the Board should be aware that this discussion is taking place. Chief Librarian Spears believes this is a misplaced conflict between intellectual freedom and social justice, which are both core values of librarianship. PPLD has made a statement against racism, however the District does not censor viewpoints with which we do not agree.

Several comments were shared by Trustees in support of not limiting resources available to the community.

## **Board Reports**

### **Governance Committee**

Governance Committee Chair Debbie English reported that the Committee met on February 2, 2021. The Governance Committee discussed the CEO's performance evaluation and a preliminary discussion of the CEO goals for 2021.

### **Internal Affairs Committee**

Internal Affairs Committee Chair Dr. Ned Stoll reported that the Committee met on February 2, 2021. The Internal Affairs Committee discussed the following:

- Public Services Strategic Plan and goals
- Mask issues
- Announcement of E-rate funding decisions that will be brought to the March Board of Trustees meeting.

### **Public Affairs Committee**

The Public Affairs Committee did not meet in February 2021.

### **Board President's Report**

President Wayne Vanderschuere congratulated Chief Librarian and CEO John Spears on his 5-year anniversary with PPLD.

President Vanderschuere shared that he attended the PPLD Foundation Board meeting, the CAL sponsored Tools for Trustees webinar, and the Friends of the Pikes Peak Library District Annual meeting.

## EXECUTIVE SESSION

President Vanderschuere called for a motion from the Board to move into Executive Session to discuss personnel matters related to the annual performance evaluation of the Chief Librarian & CEO as authorized by C.R.S. § 24-6-402(4)(f).

**Motion:** Dr Ned Stoll moved that the Board of Trustees meet in Executive Session to discuss personnel matters related to the annual performance evaluation of the Chief Librarian & CEO as authorized by C.R.S. § 24-6-402(4)(f).

**Second:** Scott Taylor seconded the motion.

**Vote:** The motion was approved unanimously.

**The following left the meeting at 5:35 p.m.:** Becca Cruz, Michael Doherty, Lance James, Juanita Lanaux, Heather Laslie, Rich Peters, Michelle Ray, Tammy Sayles, Teona Shainidze Krebs, Gary Syling, Michael Varnet, and Jeremiah Walter.

**Motion:** Dr. Ned Stoll moved that the Board of Trustees reconvene in Open Session.

**Second:** Debbie English seconded the motion.

**Vote:** The motion was approved unanimously.

The Board of Trustees reconvened in Open Session at 6:47 p.m.

## BUSINESS ITEMS continued

### New Business continued

**Decision 21-2-3:** Action Relevant to the Chief Librarian's Annual Performance Evaluation.

Debbie English shared that the Board discussed personnel matters related to the Chief Librarian's Annual Performance Evaluation, and the CEO goals for 2021.

**Motion:** Cathy Grossman moved that the Chief Librarian receive a 2% pay increase effective January 1, 2021.

**Second:** Mina Liebert seconded the motion.

**Vote:** The motion was approved unanimously.

## ADJOURNMENT

There being no further business to conduct, President Vanderschuere adjourned the February 17, 2021 meeting of the Pikes Peak Library District Board of Trustees at 6:50 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>

**Providing resources and opportunities that impact individual lives and build community**