

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: 858 9408 7095
Passcode: 285387

*Anyone interested in making a public comment at this meeting must sign up before 5 p.m.
Please arrive or log in (if attending virtually) early. Meeting room doors will open by 4:30 p.m.*

The virtual meeting will open by 4:45 p.m.

The Board President will invite agenda-related public comment(s) before Business Items are discussed.

One hour of public comment for items not on today's agenda will occur before the end of the meeting.

One public comment per person.

REGULAR MEETING OF THE BOARD OF TRUSTEES

Vice President Aaron Salt, Secretary/Treasurer Scott Taylor, Erin Bents, Debbie English, Julie Smyth
Absent: Angela Dougan, Kenny Kuniyuki

Chief Executive Officer (CEO) Teona Shainidze-Krebs, Chief Communications & Marketing Officer Denise Abbott, Chief Human Resources & Organizational Development Officer Timothy Allen, Director of Programming Melody Alvarez, Chief Facilities & Security Officer Michael Brantner, System Administrator David Burling, Interim Mobile Library Services Manager Pam Contreras, Director of Strategy and Innovation Becca Cruz, Director of Regional History and Genealogy Michael Doherty, Executive Assistant Laura Foster, Director of Adult Education Sandy Hancock, Ruth Holley Branch Manager Shannon Heffner, Chief Financial Officer Kim Hoggatt, Assistant Director of Branches Gigi Holman, Assistant Director of Branches Takiyah Jemison, Friends of the Pikes Peak Library District Board of Directors President Rita Jordan, Director of IT Cameron Landreth, Chief Operating Officer Heather Laslie, Interim Controller Shannan Pföh, Director of Collection Management Jenny Pierce, AV Analyst and Photographer Logan Puente, Deputy Chief Executive Officer (CEO) Tammy Sayles, Sand Creek Libraries Manager Sara Sharples, Chief Information Technology Officer Dan Stone, Security Supervisor Terrence Tapia-Starr, Public Services Administrative Specialist Nicole Taylor, Senior Director of Development and Foundation Executive Director Courtney VanCleave, Internal Communications and Special Projects Manager Jeremiah Walter, Director of Security Tess Warren, Sarah Dunmire, Jeff Finn, City Councilmember Nancy Henjum, David Neville, Colorado Springs Urban Renewal Authority (CSURA) Executive Director Jariah Walker

CALL TO ORDER

Vice President Aaron Salt called the December 9, 2025 regular meeting of the Pikes Peak Library District Board of Trustees to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE

ITEMS TOO LATE FOR THE AGENDA

REPORTS

Internal Affairs Committee

Chairperson Erin Bents shared that the committee met on December 2, 2025. Topics of discussion included the URA: Moreno and Cascade project, and the Janitorial and Carpet Cleaning services vendor recommendation.

Public Affairs Committee

Chairperson Debbie English shared that the committee met on December 2, 2025. The Committee welcomed City Councilmember Nancy Henjum in a discussion about communication with City Council and the Joint Appointment Committee (JAC) that manages the Trustee appointment process.

Governance Committee

The Governance committee did not meet in December 2025.

Trustee comments

Aaron Salt attended the Ute Pass Library celebration on November 20, 2025.

Debbie English attended the Ute Pass celebration. Ms. English thanked the wonderful staff of PPLD, and fellow Board members past and present for their dedication to PPLD. Despite agreements at times, it is clear that everyone on the Board of Trustees cares about PPLD and making it the best it can be.

Erin Bents thanked Debbie for her service and stated her voice of reason will be missed.

Julie Smyth thanked Debbie for her service and shared that it was a privilege to work with her.

Scott Taylor thanked Debbie for her service and her commitment to the PPLD community.

BUSINESS ITEMS

Consent Items

Minutes of November 19, 2025 Board of Trustees meeting

Minutes of December 2, 2025 Board of Trustees work session

Consent granted with no questions

Unfinished Business

DECISION 25-12-1 URA: Moreno and Cascade

CSURA Executive Director Jariah Walker clarified that all phases of the project are covered by the TIF agreement; PPLD can designate that our TIF goes to phase 2 development. Two TIF agreements were provided for consideration, the original at 100% and the second at 100% with 50% being returned to PPLD as a charge to the developer. Debbie English stated she hopes that the state of Colorado updates the URA process in the future to be more directly beneficial to the existing community.

Motion: Debbie English made a motion that the Pikes Peak Library District Board of Trustees approve the original URA TIF agreement as presented, with TIF funding from PPLD being designated for phase 2 of the project.

Second: Erin Bents seconded the motion.

Vote: Vice President Aaron Salt called for a vote by roll call

Julie Smyth – aye

Scott Taylor – aye

Debbie English – aye

Erin Bents – aye

Aaron Salt – nay

With 4 trustees voting aye, and one trustee voting nay, the vote passes 4-1.

DECISION 25-12-2 CEO Contract Addendum

Motion: Erin Bents made a motion that the Pikes Peak Library District Board of Trustees approve the CEO Contract as presented.

Second: Julie seconded the motion.

Vote: The motion was approved unanimously.

New Business

DECISION 25-12-3 Janitorial and Carpet Cleaning Services Vendor selection

Chief Facilities and Security Officer Michael Brantner shared that the Request for Proposal (RFP) was released on October 17, with three (3) companies attending the required walk through. Two of the received proposals met all criteria. The current vendor is recommended as the selected vendor. The RFP did include the anticipated hybrid location details.

Motion: Scott Taylor made a motion that the Pikes Peak Library District Board of Trustees approve the Janitorial and Carpet Cleaning Services Vendor selection as presented.

Second: Erin Bents seconded the motion.

Vote: The motion was approved unanimously.

DECISION 25-12-4 Pony Tracks Drive Property contract

Public comment regarding Decision 25-12-4:

Hazel's work benefits from invaluable library resources that are available to all patrons.

Athena's clients love using the studio, computers, and other resources to develop life skills.

Jade spoke in support of the property purchase on Pony Tracks Drive, to bringing library resources to this underserved area of the city.

Motion: Debbie English made a motion that the Pikes Peak Library District Board of Trustees approve the Pony Tracks Drive Property contract as presented.

Second: Scott Taylor seconded the motion.

Discussion: COO Heather Laslie stated PPLD recommends the property purchase, subject to a 45-day inspection period to assess the need for a detention pond and sufficient for a library building. Inspection period begins upon receipt of both signatures. If the property is deemed insufficient, a vote of the Board is required to withdraw the contract.

Vote: The motion was approved unanimously.

DECISION 25-12-5: Source of funding for the purchase of the Pony Tracks Drive Property

CFO Kim Hoggatt requests approval to use unassigned funds to purchase the Pony Tracks Drive property; part of the \$2 million received last year. President Julie Smyth is pleased with the negotiated price.

Motion: Erin Bents made a motion that the Pikes Peak Library District Board of Trustees approve the as presented

Second: Julie Smyth seconded the motion.

Vote: The motion was approved unanimously.

DECISION 25-12-6: 2023 – 2025 Strategic Plan extension through 2026

President Julie Smyth introduced minor updates to the plan, extending the deadline for one year to allow for research and development of a subsequent plan.

Motion: Debbie English made a motion that the Pikes Peak Library District Board of Trustees approve the

Second: Erin Bents seconded the motion.

Vote: The motion was approved unanimously.

DECISION 25-12-7: 2026 Original Adopted Budget and Resolution

CFO Kim Hoggatt shared that PPLD is now using ClearGov to produce its budget book, thanking the Strategy & Innovation team, the Communications team and Financial Generalist Lindsay Sosa for their work.

Motion: Erin Bents made a motion that the Pikes Peak Library District Board of Trustees approve the 2026 Original Adopted Budget and Resolution as presented.

Second: Julie Smyth seconded the motion.

Vote: The motion was approved unanimously.

DECISION 25-12-8: 2026 Resolution to set Mill Levies

CFO Kim Hoggatt explained that this resolution allocates the mill levy for 2026, including the Tabor refund, a total mill of 2.9 (collecting less property tax in 2026) temporary tax credit clarification.

Motion: Scott Taylor made a motion that the Pikes Peak Library District Board of Trustees approve the 2026 Resolution to set Mill Levies as presented.

Second: Debbie English seconded the motion.

Vote: The motion was approved unanimously.

DECISION 25-12-9: 2026 Contract and Vendor Resolution

CFO Kim Hoggatt stated that this resolution is being presented at the end of 2025 in order for Collection Management to begin purchasing for 2026. Aaron Salt clarified that this is a decision approved yearly by the Board of Trustees and is already included in the approved budget. This motion complies with board policy.

Motion: Debbie English made a motion that the Pikes Peak Library District Board of Trustees approve the 2026 Contract and Vendor Resolution as presented.

Second: Scott Taylor seconded the motion.

Vote: The motion was approved unanimously.

PUBLIC COMMENT NOT RELATED TO TODAY'S AGENDA

Anita Stuckey offered to assist with the decisions regarding Cheyenne Mountain Library.

Lynda Schedler would like to provide input and be involved in any decisions regarding the Cheyenne Mountain Library.

Jeff Thorne congratulated the Board on purchasing the Pony Tracks Drive property. Mr. Thorne supports the Cheyenne Mountain Library and is interested in the plans for this location.

Veronica Baker stated that PPLD last pursued a ballot initiative in 2003. As PPLD has not de-Tabored, the district is not receiving the full amount of funding, which is insufficient for a district of PPLD's size and a discussion on sustainable funding is warranted. Ask the public for their input and include the community in every step.

ADJOURNMENT

There being no further business to discuss, Vice President Aaron Salt adjourned the December 9, 2025 regular meeting of the PPLD Board of Trustees at 6:07 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>