

**PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES**  
**MAY 15, 2023 5 pm**  
**LIBRARY 21C, VENUE**



[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:** 837 1958 5376  
**Passcode:** 940463

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

President Dora Gonzales, Vice President Scott Taylor, Secretary/Treasurer Erin Bents, Angela Dougan, Debbie English

Chief Librarian and CEO Teona Shainidze-Krebs, Chief Communications Officer Denise Abbott, Senior HR Director Timothy Allen, Server Systems Analyst Christopher Baddaker, Chief Safety, Community Resources & Security Officer Michael Brantner, Creative Technology Specialist Cameryn Broin, Interim Senior Director of Development and Interim Foundation Executive Director Courtney Deuser, Assistant Director of Programming Amber Cox, Director of Creative Services Becca Cruz, Director of Branches Janina Goodwin, Chief Financial Officer Randy Green, Collection Acquisition Manager Tania Hajjar, Controller Kim Hoggatt, Assistant Director of Branches Gigi Holman, Friends of the Pikes Peak Library District Board of Directors President Rita Jordan, Facilities Project Manager Travis Keeton, Director of IT Systems & Technical Support Juanita Lanaux, Senior Library Associate Joe Paisley, Director of Collection Management Jenny Pierce, Senior Staff Accountant Jared Podlucky, Director of Organizational Development Joanna Rendon, Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Director of IT Infrastructure Dan Stone, Internal Communications and Special Projects Manager Jeremiah Walter, Library Assistant Jacob Ward, County Commissioner Carrie Geitner, Caleb Taylor

Not present: Julie Smyth, Aaron Salt

**CALL TO ORDER**

President Dora Gonzales called the May 15, 2024 regular meeting of the Pikes Peak Library District (PPLD) Board of Trustees to order at 5:00 p.m.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

There was no public comment

**REPORTS**

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

The Friends of the Pikes Peak Library District Report was included in the Board packet.

**Pikes Peak Library District Foundation Report**

The Pikes Peak Library District Foundation Report was included in the Board packet.

**Financial Report**

The April 2024 Finance Report was included in the Board packet.

## **Public Services Report**

The Public Services Report was included in the Board packet. Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles highlighted the following:

- Nearly one thousand people attended All Pikes Peak Makes
- Studio916 at Sand Creek hosted thirty-two recordings in April
- Interlibrary Loan (ILL) received 2,986 requests in April

## **Support Services Reports: Communications Report, Facilities Report, Human Resources Report, Information Technology Report, Safety, Community Resources & Security Report**

The Support Services Reports were included in the Board packet.

## **Chief Librarian's Report**

The PPLD Strategic Plan Annual Progress Report 2023 and the PPLD Strategic Plan Progress Report Quarter 1 2024 were included in the Board packet. Chief Librarian and CEO Teona Shainidze-Krebs also highlighted the following recent activity:

- The Finance Department is preparing for the 2023 Audit, part of a broader effort to streamline processes in the Finance Office
- Ms. Shainidze-Krebs met with Colorado Springs Mayor's Chief of Staff Jamie Fabos regarding updates at Penrose Library and has quarterly meetings scheduled through 2024
- Ms. Shainidze-Krebs spoke with the Colorado Springs Chief of Police Adrian Vasquez to discuss concerns regarding PPLD.

## **Board Reports**

### **Governance Committee**

The Governance Committee met on May 7, 2024. Scott Taylor reported that the committee had initial discussions about a 2024 Board retreat, and potential changes to the trustee onboarding process. Any changes to the onboarding process will require an update to the Board Bylaws, including a review by PPLD legal counsel before a vote on the changes is made by the Board. Julie Smyth is compiling an outline of the onboarding process.

### **Internal Affairs Committee**

The Internal Affairs Committee met on May 7, 2024. Angela Dougan stated that the committee discussed the separation of Board and Administrative Policies and the asphalt replacement at East Library. Both of these topics are decision items on today's agenda.

### **Public Affairs Committee**

The Public Affairs Committee met on May 7, 2024. Debbie English reported that Chief Communications Officer Denise Abbott provided a preview of the Open House presentation that is on today's agenda. The Committee thanked all PPLD staff who participated in hosting the Open House events across the district.

### **Liaison comments**

Commissioner Carrie Geitner apologizes for not being able to attend this meeting in person, and mentioned a bill passed in the state legislature regarding ADA requirements.

**Trustee comments** Dora Gonzales mentioned a discussion about the new law regarding reconsideration of library materials, commenting that PPLD was already in compliance with many of the requirements.

## **PRESENTATIONS**

### **Staff Promotions and New Hires**

Controller Kim Hoggatt introduced new Senior Staff Accountant Jared Podlucky.

Director of Creative Services Becca Cruz introduced new Creative Technology Specialist Cameryn Broin.

## Winter Adult Reading Program (WARP)

Senior Library Associate Joe Paisley shared that the 2024 WARP was the most successful ever, with 5,071 registrants, an increase of 25.3% over 2023. Contributing to this success was quality programming held in conjunction with the eclipse and celebrating the 25<sup>th</sup> anniversary of the program. Sixty percent of registrants completed the program, and for the first time ever all WARP mugs were distributed.

## Open Houses

Chief Communications Officer Denise Abbott highlighted the success of the Open Houses held at several libraries during National Library Week, April 8 – 13, 2024:

- The East Library Open House, coinciding with the Solar Eclipse Party, hosted over 1800 attendees.
- Over five thousand patrons attended Open Houses across the district
- 615 new library cards were created for patrons
- Eighty-two temporary library cards were generated
- Postcards were mailed to over 9600 homes in the district that did not already have library cards, resulting in three hundred of the new cards that were created
- Over 30,000 views on Facebook
- 131,000 impressions on a single post about Open Houses on Nextdoor
- Over 4,400 visits to the Open House landing webpage
- Several local media outlets covered the Open Houses
- Several sponsors for scavenger hunt prizes and food provided at the Open Houses.

## BUSINESS ITEMS

### Consent Items

Minutes of the April 17, 2024 Board of Trustees meeting

There were no comments or requested changes.

### New Business

#### **DECISION 24-5-1** East Library Asphalt Replacement

Facilities Project Manager Travis Keeton shared that the phased approach to this project will ensure businesses in the area will not be affected.

**Motion:** Scott Tylor made a motion that the Pikes Peak Library District Board of Trustees approve the East Library Asphalt Replacement project as presented.

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

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

#### **DECISION 24-5-2** Separation of Board and Administrative Policies

Trustee Angela Dougan explained that the separation of Board Policies and Administrative Policies allows for Library staff to make updates to Administrative Policies without the need for Board approval. Board Policies will be used as guidance for the Administrative Policies that fall under them.

**Motion:** Scott Taylor made a motion that the Pikes Peak Library District Board of Trustees approve the separation of Board and Administrative Policies as presented.

**Second:**Erin Bents seconded the motion.

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

## ADJOURNMENT

There being no further business to discuss, President Dora Gonzales adjourned the regular meeting of the Pikes Peak Library District at 6:05 p.m.