

PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES
FEBRUARY 19, 2025 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: 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 be open by 4:45 p.m. Public Comment will be limited to 2 hours (120 minutes).

REGULAR MEETING OF THE BOARD OF TRUSTEES

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

Chief Librarian and CEO Teona Shainidze-Krebs, Chief Communications Officer Denise Abbott, Chief Human Resources & Organizational Development Officer Timothy Allen, Associate Attorney Julie Bellville, Chief Facilities & Security Officer Michael Brantner, Director of Strategy and Innovation Becca Cruz, Monument & Palmer Lake Library Manager Jean Doherty, Executive Assistant Laura Foster, Chief Information Technology Officer Justin Goodwin, Chief Financial Officer Randy Green, Controller Kim Hoggatt, Assistant Director of Branches Gigi Holman, Friends of the Pikes Peak Library District Board of Directors President Rita Jordan, Director of Branches Janina Karoub, Chief Operating Officer Heather Laslie, AV Analyst and Photographer Logan Puente, Director of Organizational Development Joanna Rendon, Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Ruth Holley and Sand Creek Libraries Manager Sara Sharples, Director of Patron Experience Abby Simpson, Senior Director of Development and Foundation Executive Director Courtney VanCleave, Internal Communications and Special Projects Manager Jeremiah Walter, Security Director Tess Warren, City Councilmember Nancy Henjum

CALL TO ORDER

President Julie Smyth called the February 19, 2025 regular meeting of the Pikes Peak Library District (PPLD) Board of Trustees to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE

ITEMS TOO LATE FOR THE AGENDA

DECISION ITEM 25-2-1: CEO Conflict of Interest (COI) statement needs to be reviewed by the Governance Committee for discussion before being brought before the PPLD Board for a decision.

Motion: Aaron Salt made a motion to postpone DECISION ITEM 25-2-1 until the March Board meeting, after review of the Governance Committee.

Second: Scott Taylor seconded the motion.

Discussion: Governance Committee review is required by the PPLD Board of Trustees bylaws.

Vote: The motion was approved unanimously.

PUBLIC COMMENT

Jacob Ward, Pikes Peak Library Workers United (PPLWU) offered endorsement by PPLWU to anyone running for office who aligns with PPLWU. Mr. Ward encouraged any eligible interested staff member to join PPLWU.

Nine comments were made by members of the public: Erin Powers, Camille Binkley, Gloria Carpenter, Lisa Bigelow, Veronica Baker, Eric Lundberg, Karla Powers, Craig Johnson, and Gary Hale. Comments made include appreciation for securing a location for the bookmobile in Rockrimmon, that the hours for the bookmobile stop in the Rockrimmon area need to better accommodate school children, a request for the name of who is in charge of PPLD leases, appreciation for the support of the community from Trustee Debbie English and Vice President Scott Taylor, referring to the trustees who voted to not renew the

Rockrimmon lease as the Famous Five and stating that decision is their legacy, stating that the community is not satisfied with the answers provided regarding the non-renewal of the Rockrimmon lease, that discussion of purchasing other PPLD library leased locations is a slap in the face to the Rockrimmon community and a demand for better stewardship of taxpayer dollars, that the community does not understand what the Board is planning and has been fiscally irresponsible for not making the Strategic Plan publicly available, that the posting of the work session with 24 hours' notice makes it difficult for the community to attend, requesting no further changes to the library footprint, that the Facilities Master Plan recommends establishing guiding principles and asking for strategically improved services with an emphasis on serving the community, that the idea of unstaffed access to a library is unclear, that the Board decision to not renew the Rockrimmon lease was made without consideration of the rest of the related statement in the Facilities Master Plan, and a suggestion to sell Library 21c to allow for opening smaller library locations.

Liaison comments

At the request of City Councilmember Nancy Henjum, this item was moved to follow public comment.

City Councilmember Nancy Henjum: provided an update on the Selection Committee Board vacancy process.

- 51 applications were received, 9 applicants were recommended to the Selection Committee by the Governance Committee.
- The Selection Committee interview and appointment process: per the guidance of city and county attorneys, must be open to the public if all four liaisons participate together in the interview process; interviews conducted by only two members of the Selection Committee do not require public notice.
- The process is under review and not yet defined. Councilmember Henjum has offered a rubric to the other liaisons and is using it for her review of applicants.
- Final appointment of the new PPLD Trustee must be made by the Joint Appointment Committee, requiring a two-thirds approval from all city councilmembers and county commissioners, and must be held at a public meeting.
- Deliberation of the candidates must be held at a public meeting but is not yet scheduled as interviews continue to be conducted.
 - City Council liaisons have interviewed 4 candidates and will interview more candidates on March 5, using six interview questions.
 - County Commissioners' liaison plans for interviewing are pending, but they have been informed of the candidates interviewed by the City Council liaisons.

Board President Julie Smyth will follow-up with City Councilmember Henjum regarding the Ruth Holley Library discussion scheduled for this meeting.

A 15-minute break from the meeting was taken at 5:38 p.m. for Board photos. The meeting reconvened at 5:53 p.m.

REPORTS

Internal Affairs Committee

Chairperson Erin Bents reported that the committee reviewed the Computer Use and Internet Safety Policy and PPLD Rights and Responsibilities statement on this meeting's agenda.

Public Affairs Committee

Chairperson Debbie English shared that the committee discussed ways to have better communication and connect with the community. The committee will be working with the Communications department to spread the word on topics that are important to the community.

Governance Committee

Chairperson Angela Dougan reported that discussions included a bylaws review, the Chief Librarian and CEO evaluation and compensation philosophy, and determining that the 2025 Governance Committee will focus on a Compensation philosophy for the Chief Librarian and CEO and the Board vacancy process. Updates to the bylaws may be impacted by decisions made by the Selection Committee regarding the Board vacancy process.

Trustee comments

Debbie English attended the Foundation Board meeting as a liaison. The Foundation Board has several new members and is making progress on their re-organization.

Aaron Salt attended the Manitou Springs Library grand re-opening and has returned to visit with the staff.

Julie Smyth attended the Foundation Board meeting and the Manitou Springs Library grand re-opening. Ms. Smyth thanked the Board members who were able to attend the Board of Trustees work session on February 12.

Dora Gonzales attended the Naturalization ceremony on January 31 and encouraged everyone to attend future ceremonies.

Angela Dougan attended the Naturalization ceremony.

Friends of the Pikes Peak Library District Report

The Friends of the Pikes Peak Library District report was included in the Board packet. Friends President Rita Jordan shared the current focus of collecting books for the March book sale, and that the dates for the sale have been extended to include Friends member shopping on Thursday evening and Friday morning in addition to the Friday – Sunday hours that are open to the public.

Financial Report

The January Financial report was included in the Board packet. Chief Financial Officer Randy Green stated that negative numbers in the report are a result of tax revenue not yet received for 2025. PPLD processed three payroll cycles in January 2025, with the next three payroll cycle month occurring in August 2025. Mr. Green hopes that Capital improvement plan funds will be rolled forward in March, as closing financials for 2024 are still in process and the audit is pending. will be included (hopefully in March) as closing Financials for 2024 is still in process and the audit has yet to happen.

Public Services Report

The Public Services report was included in the Board packet. Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles shared that the Demographics Now database is being discontinued and PPLD will soon offer the Simply Analytics database. Collection Management hosted library students from Pueblo Community College's in the Library Technician Associate's degree program. Programming participated in the school choice fair in Monument, Regional History and Genealogy provided the When East was East exhibit, presentation on the webpage. Thank you to John Jarrell for explaining the tool used to create the presentation.

Support Services Reports: Communications; Human Resources; Information Technology, Facilities & Security; Strategy & Innovation

The Support Services reports were included in the Board packet.

Chief Librarian and CEO Report

The Strategic Plan 2024 4th quarter report and Contact Us Summary 2024 4th quarter report were included in the packet. Chief Librarian and CEO Teona Shainidze-Krebs highlighted the 5-year plan for Safety and Security projects, which completes a tactic in the strategic plan. Ms. Shainidze-Krebs thanked Jeremiah Walter and Cindy Skaggs for managing the Contact Us process. A report on this activity will be shared quarterly. Kudos to Chief Facilities & Security Officer Michael Brantner, Chief Information Technology Officer Justin Goodwin and the Facilities, IT and Public Services teams for working countless hours, sometimes through the night, to have the Manitou Springs Carnegie Library open as scheduled. This could not have been accomplished without their leadership.

President Julie Smyth was pleased to see that a community member who had attended a 2024 NARCAN training was able to put that skill to use in saving a life.

In response to a question about the PPLD and Manitou Art Center (MAC) relationship, PPLD will continue to partner with the MAC but both organizations agreed that there will not be an official agreement at this time.

Ms. Shainidze-Krebs stated that the Strategy & Innovation department completed an analysis of mileage that resulted in purchasing vehicles as a cost savings instead of reimbursing mileage for some PPLD travel. This department will continue to analyze data across the district.

BUSINESS ITEMS

Consent Items

Minutes of January 15, 2025 Board of Trustees meeting

Consent granted on the Minutes of January 15, 2025 Board of Trustees meeting.

Minutes of February 12, 2025 Board of Trustees work session

Debbie English corrected the minutes of the February 12, 2025 Board of Trustees work session to reflect the Western Museum of Mining & Industry instead of the Mining Exchange.

Motion: Aaron Salt made a motion that the Pikes Peak Library District Board of Trustees approve the Minutes of February 12, 2025 Board of Trustees work session as amended.

Second: Debbie English seconded the motion

Vote: The motion was approved unanimously.

Unfinished Business

DECISION 25-2-1: 2025 CEO Conflict of Interest (COI) Statement

This decision is adjourned to the next Board of Trustees meeting to allow for discussion at the March Governance Committee meeting.

Decisions under New Business will be renumbered.

New Business

DECISION 25-2-1: Computer Use and Internet Safety Policy update

Motion: Aaron Salt made a motion that the Pikes Peak Library District Board of Trustees approve the Computer Use and Internet Safety Policy update as presented.

Second: Angela Dougan seconded the motion.

Discussion: Printing remotely is not included in this policy.

Vote: The motion was approved unanimously.

DECISION 25-2-2: PPLD Rights and Responsibilities statement

Motion: Aaron Salt made a motion that the Pikes Peak Library District Board of Trustees approve the PPLD Rights and Responsibilities statement as presented to replace the ALA Bill of Rights statement.

Second: Dora Gonzales seconded the motion.

Discussion: PPLD does not act as locos parentis; it is a parent's or guardian's responsibility to monitor their children's access to materials. PPLD cannot take responsibility for how minors interact with library resources. President Julie Smyth shared that this statement aligns with Colorado Library Law, it has been reviewed by legal Counsel and is an overarching statement that will inform how other policies are written.

Vote: The motion was approved unanimously.

DECISION 25-2-3: 685 N Murray Blvd (Ruth Holley Library) building discussion of potential purchase

Motion: Aaron Salt made a motion that the Pikes Peak Library District Board of Trustees authorize administration to open discussion with the owner of the 685 N. Murray Blvd. building regarding the possible purchase of the building.

Second: Angela Dougan seconded the motion.

Discussion: The building owner reached out in early January regarding the possible purchase of this building, The new roof with a 20 year warranty was mentioned by the building owner. Chief Librarian and CEO Teona Shainidze-Krebs requests authorization from the Board of Trustees to discuss this opportunity with the building owner. Remaining in the current space and possibly expanding the space would be a viable option. Approving this decision will authorize discussion of this location only. No commitment is made by authorizing the discussion. The Board would like to have all options presented before any decisions are made about a purchase. The current lease of 685 N. Murray Blvd continues through 2028, allowing time for consideration of other opportunities that may arise. The concern of talking about

A concern was raised regarding the appropriateness of discussing purchasing property when PPLD is experiencing financial issues and has not yet decided to pursue a ballot initiative to increase the mill levy or de Tabor. A vote of yes on this decision will only allow for discussion of this property.

Vote: The motion passed with six yes votes and one no vote.

ADJOURNMENT

There being no further business to discuss, President Julie Smyth adjourned the regular 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>