

PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES  
October 20, 2021 5 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

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, Friends of the Pikes Peak Library District Board of Directors President Stephen Adams, Family and Children's Services Director Melody Alvarez, Chief Safety, Social Services and Security Officer Michael Brantner, West Region Director Michael Doherty, Communications Administrative Specialist Jennifer Flatland, Young Adult Services Outreach Librarian Mikaela Fortune, Executive Assistant Laura Foster, Adult Services Director Janina Goodwin, Chief Development Officer and Foundation Executive Officer Lance James, Manitou Springs and Ute Pass Library Manager Taryn Malila, Chief Information Technology Officer Rich Peters, Chief Communications Officer Michelle Ray, Young Adult Services Director Joanna Rendon, 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; Caleb Taylor, Applicants for upcoming Board of Trustees vacancy: Patricia Coughlin, Charles Hendrix

### REGULAR MEETING OF THE BOARD OF TRUSTEES

#### CALL TO ORDER

President Vanderschuere called the October 20, 2021 regular meeting of the Pikes Peak Library District Board of Trustees to order at 5:03 p.m.

President Vanderschuere welcomes City Councilmember Randy Helms, County Commissioner Holly Williams and County Commissioner Carrie Geitner to the meeting. Applicants for the Board vacancy Charles Hendrix and Patricia Coughlin were also introduced.

#### ITEMS TOO LATE FOR THE AGENDA

There were no items too late for the agenda.

#### CORRESPONDENCE AND PRESENTATIONS

##### Presentations

##### Staff Promotions and New Hires

Director of Young Adult Services Joanna Rendon introduced Young Adult Services Outreach Librarian, Mikaela Fortune.

Director of the West Region Michael Doherty introduced Manitou Springs and Ute Pass Library Manager, Taryn Malila.

Chief Communications Officer Michelle Ray introduced Communications Administrative Specialist, Jennifer Flatland.

##### Program Consulting and Advising

Melody Alvarez, Janina Goodwin, and Joanna Rendon presented this project that reimagines services offered by PPLD. Family and Children's Services, Young Adult Services, and Adult Services utilized the community needs assessment data, profiles for each library community, and data gathered from existing programming to strategically create quality programs, participate in community outreach, provide welcoming spaces, and balance virtual and in-person opportunities. Results include: fewer, but higher quality programs; support of local schools, churches and other community organizations; sustainable programming that meets the needs of the community; and a framework for continual evaluation.

**PUBLIC COMMENT** (3 Minute Time Limit per Person)

There was no public comment.

**BUSINESS ITEMS**

**Decision 21-10-1:** Minutes of the September 22, 2021 Meeting

The minutes of the September 22, 2021 meeting of the Pikes Peak Library District Board of Trustees were included in the Board packet.

**Motion:** Scott Taylor made a motion to approve the minutes of the September 22, 2021 regular meeting of the Pikes Peak Library District Board of Trustees as presented.

**Second:** Dr. Ned Stoll seconded the motion.

**Vote:** Unanimous

**Consent Items**

There were no consent items on the agenda.

**Unfinished Business**

There was no unfinished business.

**New Business**

**Discussion: 2022 Budget Proposal**

The 2022 Budget Proposal was included in the Board packet. Chief Financial Officer Mike Varnet shared that a public hearing for the 2022 Budget will be held on December 8. With approval of the Board of Trustees, the final budget will be submitted to the El Paso County Treasurer by December 15, 2021. Deadline for submittal to the State of Colorado is January 31, 2022. The total preliminary budget is \$38.2 million.

**Decision 21-10-2: 2022 Employee Benefit Programs**

The 2022 Employee Benefit Programs was included in the Board packet.

**Motion:** Dr. Ned Stoll made a motion to approve the 2022 Employee Benefit Programs as presented.

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

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

**Decision 21-10-3: Surveillance Camera System**

The decision regarding the surveillance Camera System has been postponed to a future meeting.

## 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 President Stephen Adams shared that the 10<sup>th</sup> anniversary Latina Voices occurred on September 25, and the Fall Book Sale took place the first weekend of October. The Friends retreat will be held Saturday, October 23, 2021, facilitated by Lauren Hug, with a focus on implementation of the vision and strategic plan. A new Friends group is starting in Calhan and the Manitou Springs Friends group is relaunching. Finally, Friends membership has increased, returning membership to pre-pandemic levels

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

The Pikes Peak Library District Foundation Report was included in the Board packet. Chief Development Officer and Foundation Executive Officer Lance James acknowledged the start of the fundraising season. Mr. James highlighted a donation recently received from a State Correctional Facility inmate, in memory of his high school librarian who gave him a passion for books and reading. Donor Appreciation Events are taking place across the district, including tours of the host facility. One long-time donor commented that she thought she knew a lot about what PPLD does for the community, but this event showed her how much she doesn't know, and it has inspired her to double her donation in the future.

### **Financial Report**

The Financial Report for the period ending September 30, 2021 was included in the Board packet. Chief Financial Officer Mike Varnet shared that revenue received so far is \$34.7 million dollars, about 95% of the yearly budget and a slight increase from 2020. Specific ownership tax collection is going well compared to 2020. Expenditures stand at \$24.1 million, slightly higher than 2020. Roughly 65% of the budget has been spent in the first three quarters of 2021.

President Wayne Vanderschuere thanked Chief Financial Officer Mike Varnet and the Finance staff for providing the popular version of the Annual Financial Report.

### **Public Services Report**

The Public Services Report was included in the Board packet. Chief Public Services Officer and Deputy Chief Librarian Teona Shainidze Krebs provided the following highlights:

- Hitting two million checkouts through OverDrive on October 13, 2021, two weeks earlier than 2020.
- Offering free math tutoring to students across the District.
- Finalizing the PowerPass agreement with the Calhan School District. Other Districts that are interested in the PowerPass program are Falcon School District 49 and Lewis Palmer School District 38.
- Newly appointed poet Laureate Ashley Cornelius will be recognized at the Poet Laureate Celebration scheduled for this Saturday, October 23, in Knights of Columbus Hall.

President Wayne Vanderschuere recognized Equity, Diversity, and Inclusion Director Shirley Martinez for the Spirit of the Springs award she received for her leadership in the COS 150: Downtown Celebration.

### **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. Mina Liebert appreciates the pictures included in the reports.

### **Chief Librarian's Report**

Chief Librarian and CEO John Spears thanked the Communications Department for the 2020 Annual Report; Service Directors, Regional Directors, and Library staff for working together to provide centralized programming; Chief Development Officer and Foundation Executive Officer Lance James for successful Donor Appreciation events; and

the Human Resources Department for conducting the salary study and keeping up with the changes made to employment law.

Chief Librarian Spears spoke about the Library District's mission statement and the need for vision and value statements that will support the creation of the strategic plan. Managers will be trained to lead discussions with staff to gather input across the District. In response to a question from Charles Hendrix, Mr. Spears provided his personal vision for the district as 'a united community that is capable of engaging in dialogue with one another'.

## **Board Reports**

### **Governance Committee Report**

Governance Committee Chair Debbie English shared that the retreat held last week was a success and thanked everyone for their hard work in planning. Ms. English shared that the Committee met on October 12, 2021 and discussed the applicants for the Board vacancy. Recommendations will be shared with the Selection Committee later this week. Trustees should contact Debbie with their interest in and recommendations for Board positions in 2022.

### **Internal Affairs Committee Report**

Internal Affairs Chair Dr. Ned Stoll indicated that the Committee did not meet in October.

### **Public Affairs Committee Report**

Public Affairs Committee Chair Mina Liebert stated that the Public Affairs Committee met on October 5, 2021. A discussion about the voter poll results regarding community interest in a ballot measure for a tax increase took place.

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

Board President Wayne Vanderschuere thanked Executive Assistant Laura Foster for the work on the Board retreat held last week. Mr. Vanderschuere also thanked the City Council and County Commissioner liaisons for attending the meeting.

Debbie English offered congratulations for the Food Industry Training Program graduation. This partnership with the Pikes Peak Workforce Center offers opportunities and training that would otherwise not be available to participants.

## **ADJOURNMENT**

There being no further business to conduct, President Wayne Vanderschuere adjourned the October 20, 2021 meeting of the Pikes Peak Library Board of Trustees at 5:36 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>