

**PIKES PEAK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING**

June 11, 2019

4 p.m.

Library 21c

MEMBERS PRESENT

President Wayne Vanderschuere, Vice President Debbie English, Trustee Keith Clayton, Trustee Cathy Grossman, Trustee Ned Stoll

MEMBERS ABSENT

Secretary/Treasurer Scott Taylor, Trustee Mina Liebert

PIKES PEAK LIBRARY DISTRICT STAFF & OTHERS PRESENT

Chief Librarian & CEO John Spears, Chief Public Services Officer Tim Blevins, Director of Creative Services Becca Cruz, North Region Director Hillary Dodge, El Paso County Commissioner Cami Bremer, Friends of the Pikes Peak Library District Board of Directors President Dora Gonzales, Assistant to the Chief Librarian Sue Hammond, Mark Harris, Development Officer & Foundation Executive Officer Lance James, Director of Adult Education Teona Shainidze Krebs, Chief HR & OD Officer Heather Laslie, Tom Nixon, Colorado Springs Urban Renewal Authority Board Member John Olson, Information Technology Infrastructure Manager Annelise Parker, Chief Information Officer Rich Peters, Chief Communications Officer Michelle Ray, Chief Facilities Management Officer Gary Syling, Library 21c Manager Catie Tierney, Ruth Holley Branch Supervisor Frances Toledo, Chief Finance Officer Michael Varnet, Internal Communications Specialist Jeremiah Walter

CALL TO ORDER

President Vanderschuere called the June 11, 2019 meeting of the Pikes Peak Library District Board of Trustees to order at 4:01 p.m.

ITEMS TOO LATE FOR THE AGENDA

There were no items too late for the agenda.

PUBLIC COMMENT

There was no public comment at this time.

CORRESPONDENCE AND PRESENTATIONS

Correspondence

A letter from AARP Foundation Tax-Aide Colorado State Coordinator David W. Hutchison was included in the Board packet. Mr. Hutchison thanked PPLD for partnering with AARP Tax-Aide to provide free tax preparation services to all taxpayers with an emphasis on seniors, low-to-moderate income taxpayers, students and veterans. PPLD provided facility space for the program at Library 21c during the 2019 tax season.

Presentations

Latvian Conference - Teona Shainidze Krebs

Director of Adult Education Teona Shainidze Krebs was the keynote speaker at the National Library of Latvia earlier this year. Ms. Shainidze Krebs traced her journey to Latvia back to the IFLA Conference in Poland where she made initial contact with Latvian librarians, helping them develop online training for adult education. Her keynote address focused on adult education services at Pikes Peak Library District and included information about many other innovative services PPLD provides. Ms. Shainidze Krebs learned about the services offered by the National Library of Latvia and made new international contacts.

SXSW Conference – Hillary Dodge

PPLD's North Region Director Hillary Dodge attend the SXSW (South x Southwest) annual conference in Austin, Texas in March. She described the ten-day conference as a "creativity incubator". Ms. Dodge noted that she was particularly excited by the trends – including 3-D printers that print food! She hopes to be able to incorporate exciting new ideas into PPLD services going forward.

BUSINESS ITEMS

Board Minutes

Decision 19-6-1: Minutes of the May 10, 2019 Meeting

The minutes of the May 10, 2019 special meeting of the Pikes Peak Library District Board of Trustees were included in the Board packet.

Motion: Keith Clayton moved to approve the minutes of the May 10, 2019 special meeting of the Pikes Peak Library District Board of Trustees as presented.

Second: Debbie English seconded the motion

Vote: The motion was approved unanimously.

Decision 19-6-2: Minutes of the May 14, 2019 Meeting

The minutes of the May 14, 2019 regular meeting of the Pikes Peak Library District Board of Trustees were included in the Board packet.

Motion: Debbie English moved to approve the minutes of the May 14, 2019 meeting of the Pikes Peak Library District Board of Trustees as presented.

Second: Ned Stoll 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

Discussion: Urban Renewal Authority

John Olson is a member of the Colorado Springs Urban Renewal Authority (CSURA) Board of Directors whose role is to serve as the elected representative of the special districts. Mr. Olson expressed a desire to hear from the PPLD Board so that he can better represent the interests of the Library District in CSURA matters. PPLD Board members expressed these concerns:

- The Board has a fiduciary responsibility to the taxpayers to use tax dollars for libraries and not private businesses. It is clear what the voters expected from their approval of the Library mill levy.
- If there is a potential for the Library to benefit from CSURA projects, we are open to participate.
- We would like to see a tangible net benefit for the Library.
- CSURA does not involve us early enough in the process.
- We would like to see a process where all parties could work together.
- CSURA projects create more demand for Library services, yet they reduce our revenue and our ability to provide services to meet demand. We would like to see a process in place that would examine what the project means in terms of services from all of the entities involved.
- The current CSURA process provides no opportunity for give and take. We are expected to merely rubber stamp projects.
- The new hotels being built may not be needed and may have a negative impact on existing hotels.
- Many of those served by PPLD do not live in Colorado Springs, and these projects pull resources away from those other areas of the Library District.

Chief Librarian Spears pointed out that the Downtown Partnership has expressed interest in forming a group for special districts to meet regularly to discuss CSURA projects. Mr. Olson said that that would be excellent and that he would participate. He also again invited the Library to attend the CSURA public meetings, and Chief Librarian Spears assured the Board that the Library will attend those meetings.

Decision 19-6-3: Urban Renewal Authority True North Project

At the May 14, 2019 Board of Trustees meeting, a motion to not approve the Urban Renewal Authority True North project as presented was approved with five in favor of the motion and one opposed. The Board would like to move forward from that action without mediation. Possible courses of action have been discussed with Colorado Springs Urban Renewal Authority Executive Director Jariah Walker and include:

- Percentages of participation at 60% or less
- Space for a PPLD library facility in the True North project to be provided at a reduced rent

Discussions with the Urban Renewal Authority are still in progress, so there was no item to vote upon at this meeting. The Board hopes that the Urban Renewal Authority will provide a way forward that can be voted upon at a Pikes Peak Library District Board of Trustees meeting in the near future.

Related Discussion

Vice President Debbie English and Chief Librarian Spears recently met with City of Colorado Springs Chief of Staff Jeff Greene and City Council Member Jill Gaebler. The meeting was very productive and served to clear the air and foster a collaborative spirit between the City and PPLD.

El Paso County Commissioner Cami Bremer requested the opportunity to offer comment. Commissioner Bremer thanked the Trustees for their volunteer work. She commended PPLD for reaching out to the City and invited PPLD leadership to interact with the El Paso County Commissioners by attending and reporting on PPLD activities and issues at weekly Board of El Paso County Commissioners meetings. Commissioner Bremer noted that she would welcome the role of facilitator in bringing the County, City of Colorado Springs, and PPLD together to discuss Urban Renewal projects going forward. Commissioner Bremer stated that she was confident that the County did not put any pressure on PPLD as far as decisions related to Colorado Springs Urban Renewal Authority Projects.

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 Board President Dora Gonzales reported that the Branch Friends will meet at Rockrimmon Library on June 18, 2019.

Pikes Peak Library District Foundation Report

The Pikes Peak Library District Foundation report was included in the Board packet. Development Officer & Foundation Executive Officer Lance James encouraged the Board to visit the Foundation's social media site. Mr. James reported that the PPLD Foundation is participating in King Soopers Community Rewards Program and Amazon Smile. A portion of purchases from King Soopers and Amazon go to support the PPLD Foundation.

Communications Report

The Communications Report was included in the Board packet. Chief Communications Officer Michelle Ray introduced Jeremiah Walter, the new Internal Communications Specialist. She reported that PPLD was named in seventy news features in May 2019 and offered kudos to the PPLD staff for all the great work that is happening throughout the District. Ms. Ray announced that Elevated Insights has been hired to conduct a community needs assessment. The project will begin soon and should wrap-up by November 2019.

Facilities Report

Chief Facilities Management Officer Gary Syling reported on several projects:

- Library 21c roof project is nearly complete
- Landscape improvements in the Library 21c courtyard are wrapping up
- The contract to construct three offices at Library 21c has been awarded
- The chiller pit at East Library will be repurposed for storage
- The generator at East Library is being replaced
- Design drawings for the Calhan Library have been submitted to the town of Calhan for comment

Chief Librarian Spears commended Gary Syling for skillfully balancing so many diverse projects throughout the District.

Financial Report

The Financial Report for the period ending April 30, 2019 was included in the Board packet. Chief Finance Officer Michael Varnet reported that the budget is tracking right where it should be. Mr. Varnet noted that the 2020 budget process will begin this month. The audit of the District's 2018 financial records is complete and will be presented to the Board at the July Board meeting.

Human Resources Report

Chief Librarian Spears joined the Board in welcoming new Chief HR & OD Officer Heather Laslie. Ms. Laslie reported that there are currently two vacancies in the HR Department and commended the HR team for "doing a lot with a little".

Information Technology Report

Chief Information Officer Richard Peters reported that bandwidth saturation issues are occurring Districtwide. He introduced the new Information Technology Infrastructure Manager Annelise Parker who is working to address the issue through the purchase of additional bandwidth by the end of this month.

Public Services Report

The Public Services Report and the Circulation Report were included in the Board packet. Chief Public Services Officer Tim Blevins noted that both circulation and library visits are down from the previous year in May. He provided some insight into what visitors are doing at various PPLD facilities through a look at circulation per visitor and computer usage per visitor. Mr. Blevins explained that visitors to Special Collections at Penrose Library may be down because the Pikes Peak Genealogical Society has moved its meeting place from Penrose to Library 21c.

Mr. Blevins read a compliment from a patron who recently visited the Children's area at Library 21c. The patron commented that she was impressed by the culturally diverse and inclusive collection and services that welcome and celebrate all members of our community.

Chief Public Services Officer Blevins announced that he will be leaving PPLD in September to be closer to his family in New Mexico.

Chief Librarian Spears noted that Mr. Blevins was the most kind, capable, and dedicated person with whom he has had the pleasure of working. Mr. Spears and the Board thanked Mr. Blevins for his service to PPLD.

Chief Librarian Spears noted that thanks to the work of Janice McPherson, Lynne Proctor, and Tim Blevins great momentum has been gained in the new Public Services roles created through the reorganization. He does not want PPLD to lose the benefit of that progress and announced that he has appointed Adult Education Director Teona Shainidze Krebs to fill the Chief Public Services Officer position when Mr. Blevins leaves. Ms. Shainidze Krebs will be training with Mr. Blevins until his departure.

Chief Librarian's Report

Chief Librarian & CEO John Spears reported on a few notable happenings from the past week.

- Crime: PPLD was impacted by the theft of a Facilities van from East Library (the van has been recovered), the theft of license plates from Library vehicles at Library 21c, and shootings in the parking lots at Sand Creek Library and Library 21c (shootings were not directed towards the Libraries or Library staff). No one was hurt in any of these instances. He reported that PPLD will be replacing all security cameras to bring the cameras up to where they should be.
- Manitou Springs Library Expansion: Manitou Springs City Council support for only a portion of a proposed 0.3% sales tax, one third of which would be used to fund expansion of the library building, is splitting support for the issue. Citizens may petition to place the issue on the ballot if Council support is not there. It has been suggested by a member of City Council that City administrative offices be moved into the current Library building and the Library be relocated to Hiawatha Gardens. Chief Librarian Spears has asked Mayor Jaray to include the Library in any future discussions of this or other ideas involving the Library.
- The parameters of a proposed project (Tesla Commons) with Pikes Peak Community College to create parking and affordable housing utilizing land currently occupied by the lower parking lot at Penrose Library continue to change and develop. The original benefit to the Library District was parking for staff and patrons, with the PPLD Foundation benefiting from ownership of the building after fifty years. At this time, PPLD is questioning the availability of staff parking in the structure, and the timeline for ownership has grown to seventy-five years. PPLD also has questions related to AMI (Area Median Income). Most of the units will be available for 60-70% AMI while many of those expected to be served by the units are at 30% or less AMI. Project developer Toby Gannett will attend the July 9, 2019 Board meeting. Chief Librarian Spears has submitted a letter of support for the project to the Colorado Housing and Finance Authority.

Board Reports

Governance Committee

Governance Committee member Keith Clayton reported on the May 22, 2019 meeting of the Governance Committee. The Committee conducted the following business:

- Reviewed and discussed the May 10, 2019 Special Board meeting URA Workshop
- Reviewed and updated the PPLD Board of Trustees job description
- Planned for the July 27, 2019 Board retreat
- Reviewed the Conflict of Interest Statement
- Reviewed and discussed a volunteer agreement for Board members

Trustee Clayton noted that the Board retreat is planned for July 27, 2019 from 9 am to 3 pm at Penrose House. The agenda includes Board training presented by Crystal Schimpf of the State Library, a luncheon for all three PPLD boards, budget report by Mike Varnet, and brainstorming budget strategies by the three boards followed by discussion.

Internal Affairs Committee

Internal Affairs Committee Chair Debbie English reported that the Committee did not meet in May.

Public Affairs Committee

The Public Affairs Committee did not meet in May.

Adopt-a-Trustee Reports

- Debbie English attended the Unstoppable Women luncheon honoring Peggy Shivers.
- Ned Stoll represented the Board at the annual Regional History Symposium.
- Cathy Grossman attended the annual Friends Literary Luncheon.
- Wayne Vanderschuere attended the Friends Board meeting on May 15, 2019.

Board President's Report

President Vanderschuere did not have a report.

Dates for Board Committee meetings were announced:

- June 26
- July 17
- August 21
- September 18
- October 16

ADJOURNMENT

There being no further business to conduct, President Vanderschuere adjourned the June 11, 2019 meeting of the Pikes Peak Library District Board of Trustees at 6:28p.m.