

**PIKES PEAK LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
May 14, 2019
4 p.m.
East Library**

MEMBERS PRESENT

President Wayne Vanderschuere, Vice President Debbie English, Secretary/Treasurer Scott Taylor, Trustee Keith Clayton, Trustee Mina Liebert, Trustee Ned Stoll

MEMBERS ABSENT

Trustee Cathy Grossman

PIKES PEAK LIBRARY DISTRICT STAFF & OTHERS PRESENT

Chief Librarian & CEO John Spears, Chief Public Services Officer Tim Blevins, Director of the West Region Michael Doherty, Friends of the Pikes Peak Library District Board of Directors President Dora Gonzales, El Paso County Commissioner Longinos Gonzalez, East Library Manager Janina Goodwin, Assistant to the Chief Librarian Sue Hammond, Development Officer & Foundation Executive Officer Lance James, Senior Librarian Amanda Marez-Frutchey, Chief Information Officer Rich Peters, Senior Librarian Becca Philipsen, Chief Communications Officer Michelle Ray, Dan Schnepf of Blue and Silver Development Partners, Eric Smith of Blue and Silver Development Partners, Chief Facilities Management Officer Gary Syling, Caleb Taylor, Chief Finance Officer Michael Varnet, Colorado Springs Urban Renewal Authority Executive Director Jariah Walker

CALL TO ORDER

President Vanderschuere called the May 14, 2019 meeting of the Pikes Peak Library District Board of Trustees to order at 4:02 p.m.

ITEMS TOO LATE FOR THE AGENDA

There were no items too late for the agenda.

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE AND COMMUNICATIONS

Minutes

The minutes of the April 9, 2019 meeting of the Board of Trustees were presented for review.

Motion: Scott Taylor moved to approve the minutes of the April 9, 2019 meeting of the Board of Trustees as presented.

Second: Ned Stoll seconded the motion.

Vote: The motion was approved unanimously.

Presentations

Young Adult Services talk and Tour

Young Adult Services Senior Librarian Becca Philipsen provided an overview of PPLD's Young Adult Services. (YAS). Six YAS staff at East Library plus sixteen additional YAS staff throughout the District serve individuals between the ages of twelve and twenty-four. Many PPLD facilities have "teen spaces" for teens between twelve and eighteen years of age. PPLD's YAS Summer Adventure program, which runs June 1 through July 3, combats "summer slide". YAS has revamped their teen volunteer program, making it more meaningful for the volunteers with an emphasis on building job and college readiness skills. YAS provides outreach to schools within the District, offering book talks and resources classes.

East Library Manager Janina Goodwin took the Trustees on a brief tour of the East Teen Center.

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 Friends Literary Luncheon as very successful. The Friends assisted with PPLD's Mountain of Authors and are working with Young Adult Services staff to plan the next Betty Fields writing contest.

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 provided a colorful report on the recent visit by World War II veteran Clarence Smoyers. Adam Makos recently published the *New York Times* bestseller Spearhead, a book about Smoyers's experience at the Battle of Cologne. Smoyers's visit was prompted by PPLD's connection to videographer Jim Bates. Bates filmed Smoyers at Cologne. Smoyers presented PPLD with a painting inspired by the Battle of Cologne.

Communications Report

The Communications Report was included in the Board packet. Chief Communications Officer Michelle Ray provided the Board with copies of PPLD's new quarterly magazine, *Discovery*. The magazine contains information as well as stories about PPLD patrons and staff and highlights how PPLD transforms lives.

Facilities Report

Chief Facilities Management Officer Gary Syling reported that the roofing project at Library 21c is going well and is about 80% complete. PPLD launched a voluntary water management program that will ensure water contains adequate chlorine to protect against water borne disease. Other projects throughout the District include recarpeting at Fountain Library and converting the chiller space at East Library to additional storage space.

Financial Report

The Financial Report for the period ending March 31, 2019 was included in the Board packet. Chief Finance Officer Michael Varnet reported that the audit of the District's 2018 financial records will begin next week (May 20). Mr. Varnet is preparing for the 2020 budget process and will be bringing a mid-year budget resolution to the Board for consideration in August.

Human Resources Report

There was no Human Resources report.

Information Technology Report

Chief Information Officer Richard Peters reported on upcoming IT projects including the preparation of an RFP for a districtwide surveillance system, districtwide upgrade to Windows 10, and an RFP for copiers.

Public Services Report

Chief Public Services Officer Tim Blevins provided a report on the recent Mountain of Authors program. Mountain of Authors has been an annual program at PPLD for thirteen years and is one of PPLD's most popular adult programs. Publishers, authors and readers come together for the daylong event and many authors bring and sell their books. This year's keynote speaker, Sandhya Menon gave an amazing talk with an inspiring message for teens.

Mr. Blevins pointed out the additional circulation data that was included in the Board packet. A report showing "original" circulation (circulation without renewals added in) will be part of the circulation report from now on. The advent of automatic renewals in February 2019 has had a large impact of circulation numbers. Circulation of physical materials is down by 7% from 2018; however, circulation of electronic materials is up by 19% from last year.

Chief Librarian's Report

Chief Librarian & CEO John Spears reported that the Colorado Public Library Directors annual retreat that PPLD hosted the first week in May was very successful. About fifty directors from across the state attended. PPLD will host the event again in 2020.

Chief Librarian Spears spoke about excitement as the various Services are exploring where they can intersect with programming. A recent example is Adult Services, Creative Services and Adult Education working together on the Culinary Quick Start program.

Mr. Spears has continued discussions with Toby Gannet and Pikes Peak Community College (PPCC) President Lance Bolton on a collaboration to construct affordable housing units. At this time, the plan is to construct one hundred fifty units on Sierra Madre across from PPCC and another 150 units on the Penrose Library parking property on W. Pikes Peak Avenue. They would make every effort to meet PPLD's needs of not obstructing the view of Pikes Peak and have proposed entry on Cascade Avenue with housing units over the parking deck and down Pikes Peak Avenue. Mr. Spears will invite Mr. Gannet to speak to the Board at the June 11 Board meeting.

Board Reports

Governance Committee

Governance Committee Chair Scott Taylor reported that the Governance Committee met on April 17, 2019. Discussions at that meeting included:

- Planning for the 2019 Board Retreat. The retreat will take place on Saturday, July 27 from 9 a.m. to 3 p.m. at Penrose House. The Governance Committee continues to research topics.
- Special Meeting on May 10. The Governance Committee hopes to create a document that will help the Board when considering future Urban Renewal Authority projects by listing impacts to the PPLD and benefits to PPLD.

Internal Affairs Committee

Internal Affairs Committee member Ned Stoll reported that the Internal Affairs Committee met on April 17, 2019. The Committee discussed the Interlibrary Loan Policy. A discussion took place regarding which of the Board committees should be involved in Urban Renewal Authority projects.

Public Affairs Committee

Public Affairs Committee Chair Mina Liebert reported that the committee did not meet in April.

Adopt-a-Trustee Reports

- Debbie English attended Free Comic Book Day.
- Mina Liebert met with Security and Old Colorado City Library staff.

Board President's Report

President Vanderschuere attended the Friends Literary Luncheon and the retirement event for Lynne Proctor. He spoke with the auditors by telephone and with CFO Michael Varnet met with property owners to discuss the property at Woodmen and Marksheffel.

President Vanderschuere asked Ms. Hammond to poll the Board via email on the best dates for Board Committee meetings during the period June through October.

BUSINESS ITEMS

Consent Items

Decision 19-5-1 Consent Items

Consent Item Presented:

1. New Hires

Motion: Scott Taylor moved to approve the consent item as presented.

Second: Keith Clayton seconded the motion

Vote: The motion was approved unanimously.

Chief Librarian Spears noted that there is no legal obligation for the Board of Trustees to approve new hires. The Board only employs one person – Mr. Spears, and employees appearing on the new hires list have already been hired and working for a month before this report appears in the Board packet.

It was agreed that New Hires will be omitted from the Consent Items going forward. A report on new hires can certainly become part of the Human Resources monthly report to the Board.

Unfinished Business

There was no unfinished business.

New Business

Decision 19-5-2: Urban Renewal Authority True North Project

The Colorado Springs Urban Renewal Authority's (URA) True North Project is part of the City for Champions initiative. The project involves the development of land abutting the United States Air Force Academy. A new visitor center, a hotel and offices are planned. The URA proposal requests that PPLD divert 100% of the area's property tax revenues for twenty-five years to support the Tax Incentive Financing District.

At today's meeting PPLD management noted that financial information presented to El Paso County on the True North Project differed from information that was presented to PPLD and asked how the amounts had been determined. Eric Smith of Blue and Silver Development Partners explained that numbers in the impact study model which PPLD saw differ from those in the bond model which was presented to El Paso County.

The Board of Trustees has discussed the True North Project in depth over the past two months and held a special meeting on May 10, 2019 that was devoted to learning as much as possible about URA projects in general. At that meeting, the Board learned about the approach taken by Larimer County to involve all stakeholders in the entire Urban Renewal process. The Board would like to explore the possibility of all stakeholders in Colorado Springs having a voice in the URA process.

The Trustees indicated that they take their fiduciary responsibility to the taxpayers very seriously and are reluctant to divert tax dollars to URA projects when the Library District is already struggling to serve the growing population of the District. They would like to know more about how the project could benefit the Library.

It was noted that there are three alternatives for action at today – to support the project at 100%, to vote no and move action into mediation, or to vote to instruct Library Management to enter into negotiations.

Motion: Scott Taylor moved that the Pikes Peak Library District Board of Trustees not approve the Urban Renewal Authority True North project as presented.

Second: Ned Stoll seconded the motion.

Vote: A roll call vote was taken.

Debbie English: Yes

Keith Clayton: Yes
Mina Liebert: No
Ned Stoll: Yes
Scott Taylor: Yes
Wayne Vanderschuere: Yes

There being five votes yes and one vote no, the motion passed.

Decision 19-5-3: Policy Update – Interlibrary Loan Policy

Pikes Peak Library District's *Interlibrary Loan Policy* addresses reciprocal borrowing and lending of library materials with other libraries. An annual review of the Interlibrary Loan Policy resulted in minor revisions to clarify Board policy and minor revision of some procedures.

Motion: Ned Stoll moved that the Pikes Peak Library District Board of Trustees approve Board Policy as written and presented in the Pikes Peak Library District's updated Interlibrary Loan Policy.

Second: Keith Clayton seconded the motion.

Vote: The motion was unanimously approved.

Discussion: Property at Marksheffel and Woodmen

Board President Vanderschuere was approached by a property owner about property located at the intersection of Marksheffel and Woodmen Roads. Chief Finance Officer Varnet and Board President Vanderschuere met with the agent for the property who offered PPLD the option to purchase one or two acres of land at \$7.00/SF. The area where the property is located will be developed as a shopping center, and the owner believes that PPLD would be the magnet in the shopping center.

Although this location is not ideally located to serve the Powers Corridor, the area where it is located is growing rapidly right now.

Chief Librarian Spears noted that the District is hoping to engage a consultant for a facilities master plan before the end of 2019. He asked the Board to consider if it would be best to wait for the facilities master plan or to purchase the land with the understanding that the District would need to wait to develop it. If it turned out that better locations were identified through a facilities master plan, we could always sell the property.

Board members indicated that they would like to explore moving forward with the purchase of property in this area. CFO Varnet and Chief Librarian Spears will continue to look into the proposal and will try to obtain more detailed information on cost.

ADJOURNMENT

There being no further business to conduct, President Vanderschuere adjourned the May 14, 2019 meeting of the Pikes Peak Library District Board of Trustees at 6:13 p.m.

L. Gonzalez left the meeting at 4:22 p.m.

J. Walker, Dan Schnepf, and Eric Smith left the meeting at 5:49 p.m.