

PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES
DECEMBER 17, 2024 4:30 pm
VIRTUAL ONLY



[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

SPECIAL MEETING OF THE BOARD OF TRUSTEES

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. EXECUTIVE SESSION

The Board will enter into Executive Session to conference with the Pikes Peak Library District's attorney for purposes of receiving legal advice as authorized by C.R.S. § 24-6-402(4)(b)

IV. BUSINESS ITEMS

A. CONSENT ITEMS

Consent items shall be acted upon as a whole unless a specific item is called for discussion.

Any item called for discussion shall be acted upon separately as "New Business".

1. Minutes of the September 27, 2024 Board of Trustees Retreat (p. 2)
2. Minutes of the November 20, 2024 Board of Trustees meeting (p. 4)
3. Minutes of the December 4, 2024 Board of Trustees meeting (p. 8)
4. Minutes of the December 10, 2024 Board of Trustees Special Budget Meeting. (p. 12)

V. ADJOURNMENT

The full packet of materials for this meeting of the Pikes Peak Library District Board of Trustees is available at <https://pppld.org/board-trustees>



Cultivate spaces for belonging,
personal growth, and strong communities

[THE PEEL HOUSE](#)

1515 N Cascade Avenue, Colorado Springs, CO 80907

RETREAT AGENDA AND MINUTES

TIME	TOPIC	PRESENTER	ATTENDEES
8:45 – 9:00 a.m.	Arrival		Boards – PPLD, Foundation, Friends, and Leadership Team
9:00 – 11:00 a.m.	Updates: Budget/Financials	Randy Green	Boards – PPLD, Foundation, Friends, and Leadership Team
11:00 – 11:15 a.m.	Break		Boards – PPLD, Foundation, Friends, and Leadership Team
11:15 a.m. – 12:15 p.m.	Facilities Master Plan	Rob Cullin	Boards – PPLD, Foundation, Friends, and Leadership Team
12:15 – 1:00 p.m.	Lunch from Colonel Mustard Sandwich Emporium		Boards – PPLD, Foundation, Friends, and Leadership Team
1:00 – 2:30 p.m.	Facilities Master Plan discussion	Scott Taylor	PPLD Board and Leadership Team
2:30 – 3:30 p.m.	Impact of FMP on Ballot Initiative and Budget discussion?	Scott Taylor	PPLD Board and Leadership Team

Please feel free to take a break whenever needed during the day.

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

Chief Librarian and CEO Teona Shainidze-Krebs, Chief Communications Officer Denise Abbott, Chief Human Resources & Organizational Development Officer Timothy Allen, Senior Director of Development, and Interim Foundation Executive Director Courtney Deuser, Executive Assistant Laura Foster, Chief Information Technology Officer Justin Goodwin, Chief Financial Officer Randy Green, Controller Kim Hoggatt, Interim Chief Facilities Management Officer Travis Keeton, Chief Operating Officer Heather Laslie, Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Internal Communications and Special Projects Manager Jeremiah Walter, PPLD Foundation Board member Neil Marks, PPLD

Foundation Board member Kathleen Owings, PPLD Foundation Board member Pamela Street, Friends of PPLD Board Director Beverly Diehl, Friends of PPLD Board Director Vickie Heffner

BUDGET/FINANCIALS

PPLD received \$2 million from the state; Randy is researching how to best reflect the unexpected funding in the budget. The preliminary budget is balanced but does not include any Capital Fund requests. The list of deferred budget items that did not make it into the budget was provided.

The Foundation will cover its operating costs moving forward (\$128,000 approximately)

FACILITIES MASTER PLAN (FMP)

Facilities will give a presentation to the Board at the October Internal Affairs Committee meeting and October Board meeting regarding maintenance issues at Rockrimmon Library.

Recommendations in FMP:

- Not renew Rockrimmon lease, relocate Ruth Holley further east, expand High Prairie, newer/larger space for MO, upgrades at SA to compensate for RU move.
- consider unstaffed access at CA, PA, UT
- add location on east side of the Springs (Powers corridor)
- fundraising
- shared facility
- Decisions To Be Determined (TBD)

Discussion:

- Changes to the Rockrimmon Library had been a Board conversation over 15 years ago, but no action was taken.
- Possibility to not renew the Rockrimmon lease and search for a new location, potentially at the end of 2024.
- Fill gaps in service areas around El Paso County.

Naming rights for rooms were not set up with a time limit for those naming rights. PPLD should request further donations with these organizations and implement a time limit.

IMPACT OF FMP ON BALLOT INITIATIVE AND BUDGET DISCUSSION

When it is decided to pursue a ballot initiative, a prioritized list of how those funds will be used needs to be provided to support the effort. Avoid off year election – look towards 2026, free up funds in 2025 for polling, planning.

Present a resolution in early 2025 for polling funds; if not spent, it can be rolled forward to the next budget (not to be spent on anything else)

Tentative plan for ballot initiative late 2025 – early 2026, then discuss/decide how to proceed. Begin communication plan, will require a dedicated consultant.

The packet of materials for this meeting of the Pikes Peak Library District Board of Trustees is available at <https://ppld.org/board-trustees>

PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES
NOVEMBER 20, 2024 5 pm
EAST LIBRARY



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

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.

REGULAR MEETING OF THE BOARD OF TRUSTEES

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

Chief Librarian and CEO Teona Shainidze-Krebs, Chief Financial Officer Randy Green, Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Chief Operating Officer Heather Laslie, Chief Information Technology Officer Justin Goodwin, Chief Facilities and Security Officer Michael Brantner, Chief Communications Officer Denise Abbott, Chief Human Resources and Organizational Development Officer, Executive Assistant Laura Foster, Internal Communications and Special Projects Manager Jeremiah Walter, Senior Director of Development and Foundation Executive Director Courtney Deuser, Controller Kim Hoggatt, Director of Branches Janina Goodwin, Assistant Director of Branches Gigi Holman, Director of Collection Management Jenny Pierce, Director of Adult Education Sandy Hancock, Security Manager Tess Warren, Director of Patron Engagement Abby Simpson, Director of IT Infrastructure Dan Stone, Director of Strategy and Innovation Becca Cruz,

Jariah Walker, Jan Hall, Sandi Watkins, MG Moore, Lorna Byrd, Ellen Hasling, Aidin Zemo, M. King, Tamara Forrest, Tina Svordryn, Amanda Rogers, Joy Rogers, Sam Binford, Joel Binford, Noah Binford, Kathy Brandt, Gary Asakawa, Carol Stringer, Urszula Krause, Lisa Perzentka, Loren Anderson, Mary Beth Clark, Christine Lasswell, Jane Vagge, Virginia Franklyn, Dave Franklyn, Lisa Frye, Anne Standish, Stephanie Miller, Peggy Hardin, Axel Aguado, Clarence Aguado, Gail Johnson, Craig Johnson, Linda Sabin, Warren Jagger, Gary Dean, Susan Dean, Shawn Brennan, Debra Strike, Kate Bealz, Ricardo, Laura Correva, Judy Allegan, Maureen Bridges, Janet Wagner, Scott Lammers, Judy Bowen, Kenneth Bowen, Gina Puizo, Jax Anderson, Brooke Graves, Oxavia Boranovsky, Aly Bojauousky, Arianna Bojauousky, Ryan Rushing, Stephanie Moss, Justin Moss, Belgica Dagnon, Alycia Elkins-Smith, Sebastian Smith, Theodore Smith, Bartholomew Smith, Cindy Sprinqz, Carmen Wood, Kelly Meyek, Molly Meyek, Anne Foley, Cassandra Plouvier, Heather Nelson, Todd Nelson, Ruth Kelly, Rebecca Eldridge, City Councilman David Leinweber, Laura Abernathy, Kate Abernathy, Mady Abernathy, Savannah Mather, Delaney Brandt, Candence Mather, Amy Zupan, Hannah Kelly, Kimberly Garcia, Karen Spencer, Suzanne Chansky, Rofeg Ellway, Kim Reading, Sarah Sparks, Britni Wydro, Abby Miska, Julie Miska, Stephanie Sabo, Karen Reeder, Adelaide Hussey, Jana Murdock, Judy Morrill, Justin Morrill, Mark Caton, Mary Malizia Evans, Jason Thompson, Susi Braun, Marina Kovshar, Linda Tudor, Laura Larson, Luke Larson, Cody Larson, Judy Villella, Kari Anderson, Ed Maksimowicz, Rod Schlater, Stephanie Schwenke, Mark Valentine, Lucas Valentine, Elijah Valentine, Jim Beourving, Diane Beourving, Todd Nelson, Rachel Bartlett, Henry Bartlett, Loretta Williams, Barbara Wood, Melissa Smith, Isaac Smith, Azrus Smith, Ken Pfeil, Mike Williams, Barbara Baunbridge, Jim Baunbridge, Tammie Sandin, Kelly Rose, Lisa Lauer, Denise Dawson, James Gray, Natasha Ray, Debhany Love, Eliva Harrelson, Joseph Conrad, Nicole Burns and children, Carl Radunsky, Linda Radunsky, Katie Thomas and children, Dan Thomas, Monica Copelin, Gentry Copeland, Zach Sparks, Sarah Sparks, Britni Wydro and children, Emily McCloskey, Elena Dagnon, Mo Rul, Wesion Maes, Tim Esposito, Lin Esposito, Tabitha Esposito, Jacquie Barber, Pam Simon, Meg Bunka, Brady Bunka, AJ Bunka, Mahlia Bunka, Ann Henderson, Zoe Henderson, Noelle Faris, Rose Faris, George Faris, Michelle Picklesimer, Sara Mather, Riley Mather, Sarah Regan, Hans Cox, Alexandra Cox, Ryan Kelty, Meghan McEvoy, Declan McEvoy, Addy McEvoy, Natasha Ray, Amanda Vandenberg, Chris Sigmund, Laura Huntington, Kristen Franckum, Amy Marcy, James Densmore, Cici McGinnis, Rich Scutellaro, Barbara Lobdell, Emily Tamayo, Sarah Hogan, Sara Burns, Sean Leveille, Rachel Bodenbaugh, Charlotte Burns, Joseph Burns, George Meyers, Joan Leinbach, Claire Garcia, Johnny Garcia, Anne Krajcovic, Linda Radundy, Nicole Hallerson.

CALL TO ORDER

President Dora Gonzales called the November 20, 2024 meeting of the Pikes Peak Library District Board of Trustees to order at 5:00 p.m.

President Dora Gonzales called for a motion to add an item to the agenda.

Motion: Scott Taylor made a motion that the Pikes Peak Library District Board of Trustees add: DECISION 24-11-4: Resolution to Authorize Use of a Temporary Tax Credit to Return An Unwarranted Backfill Reimbursement to Taxpayers, to the agenda.

Second:Debbie English seconded the motion.

Vote: The vote was approved unanimously.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

More than eighty one comments were made by members of the public: Chris Griswell, Steve Abbott, Chris Johnson, Peggy Hartman, Varo Farhad, Pat Webb, Natalie Becker, Joe Pelka, Michelle Haffner, Wendy Lowenberg, Jennifer Walker, Veronica Baker, Jessica Leivers, Audrey Ross, Beth Carlson, Jessica Williams, Craig Williams, Audrey Rogers, Leah Binford, Svetlana Nudelman, Kristin Parks, Birgit Landin, Lisa Bigelow, Eric Lundberg, Charlie Baginski, Terri Carver, Andrew Bacon, Bruce Ackley, Bimi Springmeyer, Melina Parker, Liz Panetta

President Dora Gonzales announced that Executive Session would begin at 7:00 p.m. and the meeting will return to Public Comment upon the Board's return to the regular meeting.

EXECUTIVE SESSION

President Dora Gonzales called for a Motion to move to Executive Session.

Motion: Julie Smyth made a motion that the Pikes Peak Library District Board of Trustees enter Executive Session to conference with the Pikes Peak Library District's attorney for purposes of receiving legal advice as authorized by C.R.S. § 24-6-402(4)(b)

Second: Erin Bents seconded the motion.

The Pikes Peak Library District Board of Trustees moved into Executive Session at 6:39 p.m.

The Pikes Peak Library District Board of Trustees returned from Executive Session to the regular meeting at 7:29 p.m.

PUBLIC COMMENT cont.

Erin Powers, Kevin Binkley, Karla Powers, Judith Darcy, Bill Wysong, Aria Douville, Will Rogers, Jacob Ward, Kat Gayle, City Councilmember Dave Donelson, Nancy McCaffrey, Audra Talamantes, Kenneth Bowen, Brook Graves, Stephanie Moss, Justin Moss, Caroline Werly, City Councilmember David Leinweber, Delaney Brant, Amy Zupar, Kim Reading, Sara Sparks, Brittany W., Abby Miska, Julie Miksa, Stephanie Sabo, Caroline Werle, Liz Vanatta, April Hussey, Noah Hussey, Dahlia Hussey, John Hussey, Jana Murdoch, Todd Nelson, Rachell Barlett, Henry Bartlett Josephine Ruis-Rubio and children, Leo Finkelstein, Matthew Smith, Ken Feel, Zach Spark, Sarah Spark, Brittany Woodrow, Mo R., Aubrey Ranson, Bernadette Doll, George Myers, Frank Bernhard, Sarah Hoobler. Comments were primarily requesting the Board reverse its decision on the Rockrimmon Lease and not closing other libraries.

REPORTS

Board Reports

Governance Committee

Chairperson Julie Smyth stated that the Committee reviewed the bylaws, discussed Board positions for 2025, and the CEO assessment.

Internal Affairs Committee

Chairperson Aaron Salt stated that the committee met twice; the first meeting was a review of the resolutions presented today, and a special meeting on November 19 to discuss options for the Monument lease.

Public Affairs Committee

The Public Affairs Committee did not meet in November.

Liaison Comments

County Commissioner Carrie Geitner thanked the Board members for their service, and the community members who are attending, many of whom attended the County Commissioner meeting yesterday. The Board has done a tremendous job working with a difficult decision.

City Councilmember Nancy Henjum thanked the Board members. She has received more input from the community on this topic than any other in her service to the city. Attending the City Council work session on November 25 is an opportunity to collaborate.

Trustee Comments

All of the Trustees thanked the community for their passion, for coming together and for attending today's meeting.

Friends of the Pikes Peak Library District Report

The Friends of the Pikes Peak Library District report was included in the packet. Friends of the PPLD Board President Rita Jordan shared that the bylaws have been updated, that financial procedures for working with PPLD and the individual libraries have been developed, and that the 2025 budget is progressing.

Pikes Peak Library District Foundation Report

The Pikes Peak Library District Foundation report was included in the packet. Senior Director of Development and Foundation Executive Director Courtney Deuser announced that the Individual Giving Coordinator has accepted the job offer and will start with PPLD on December 2, 2024. An Open House for Foundation Board members will be held at Penrose Library on December 12. Ms. Deuser continues to work through Foundation records and establish processes.

Financial Report

The Financial Report was included in the Board packet. Chief Financial Officer Randy Green shared that revenue from property tax is higher than expected, and he asked to remove DECISION 24-11-4 Resolution to Authorize Use of a Temporary Tax Credit to Return An Unwarranted Backfill Reimbursement to Taxpayers from the agenda, gather additional information, and reintroduce the resolution in 2025.

Public Services Report

The Public Services Report was included in the Board packet. Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles reported that a graduate of the Adult Education Food Industry Training (FIT) program was hired as the manager of the Opus Café at the El Paso County building on Garden of the Gods Road. Ms. Sayles thanked Colleen Medling for coordinating the Integrated Library System (ILS) demonstrations, Regional History & Genealogy hosted 117 visitors for the Spooky Stacks event, and Penrose Library hosted a Community Services event.

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

The Support Services Reports were included in the Board packet. The Board is impressed with the downward trend for safety issues in the District.

Chief Librarian and CEO Report

Chief Librarian and CEO Teona Shainidze-Krebs shared that there are 56 open positions at PPLD, and several job offers have not been accepted. The Market Study results should be available soon. Ms. Shainidze-Krebs thanked the Manitou Art Center (MAC) for partnering with PPLD the past few years, thanked the city of Manitou Springs for their partnership, and announced that the Grand Opening of the Manitou Springs Library will be held in January. The roof at Ruth Holley Library will be replaced by the new building owner, causing a closure for one week in December. A meeting with the District 11 superintendent is scheduled in December to discuss their partnership with PPLD. Ms. Shainidze-Krebs closed by thanking Denise Abbott, Chief Communications Officer, for cancelling her vacation to be available for PPLD.

BUSINESS ITEMS

Consent Items

Minutes of the October 15, 2024, Board of Trustees meeting

There were no comments or requested changes.

Unfinished Business

DECISION 24-11-1 **URA OneVeLa**

The URA OneVeLa documentation was included in the Board packet. Executive Director of the Colorado Springs Urban Renewal Authority (CSURA) Jariah Walker stated this project is requesting a 50% commitment from PPLD on the TIF agreement. Angela Dougan would like to see changes in how URA projects are done.

Motion: Debbie English made a motion that the Pikes Peak Library District Board of Trustees approve the URA OneVeLa project TIF agreement as presented.

Second: Erin Bents seconded the motion.

Discussion: Angela Dougan would like to see changes in how URA projects are done.

Vote: President Dora Gonzales asked for a vote by roll call:

Angela Dougan – yes

Julie Smyth – no

Scott Taylor - no

Debbie English – yes

Erin Bents – yes

Aaron Salt – no

Dora Gonzales – yes

With four trustees voting yes and three trustees voting no, the motion passes 4-3.

New Business

DECISION 24-11-2 **Resolution to adjust the 2024 Budgeted Current Property Tax Revenue**

The Resolution to adjust 2024 budgeted property tax revenue was included in the packet.

Motion: Julie Smyth made a motion that the Pikes Peak Library District Board of Trustees approve the Resolution to Adjust 2024 Budgeted Property Tax Revenue as presented.

Second: Debbie English seconded the motion.

Discussion: None.

Vote: The motion was approved unanimously.

DECISION 24-11-3 **Resolution to Apportion the Consolidated Total of the 2024 Budgeted Capital Funds Property Tax Revenue between the Four Existing Independent Capital Funds**

The Resolution to Apportion the Consolidated Total of the 2024 Budgeted Capital Funds Property Tax Revenue between the Four Existing Independent Capital Funds was included in the packet.

Motion: Julie Smyth made a motion that the Pikes Peak Library District Board of Trustees approve the Resolution to Apportion the Consolidated Total of the 2024 Budgeted Capital Funds Property Tax Revenue between the Four Existing Independent Capital Funds as presented.

Second: Debbie English seconded the motion.

Discussion: None.

Vote: The vote was approved unanimously.

DECISION 24-11-4 **Resolution to Authorize Use of a Temporary Tax Credit to Return An Unwarranted Backfill Reimbursement to Taxpayers**

Decision 24-11-4 has been adjourned to a future meeting of the Pikes Peak Library District Board of Trustees.

Adjournment

There being no further business to discuss, President Dora Gonzales adjourned the regular meeting of the Pikes Peak Board of Trustees at 9:45 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>

PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES
DECEMBER 4, 2024 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

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

Chief Librarian and CEO Teona Shainidze-Krebs, Chief Communications Officer Denise Abbott, Chief Human Resources Officer Timothy Allen, Director of Programming Melody Alvarez, Chief Safety & Security Officer Michael Brantner, Senior Director of Development and Foundation Executive Director Courtney Deuser, Director of Regional History and Genealogy Michael Doherty, Executive Assistant Laura Foster, Chief Information Technology Officer Justin Goodwin, Chief Financial Officer Randy Green, Chief Operating Officer Heather Laslie, Library 21c Manager Jennifer Luebbert, Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Internal Communications and Special Projects Manager Jeremiah Walter, Security Manager Tess Warren,

CALL TO ORDER

President Dora Gonzales called the December 4, 2024 Regular meeting of the Pikes Peak Library District (PPLD) Board of Trustees to order at 5:00 pm

PLEDGE OF ALLEGIANCE

President Dora Gonzales read the PPLD Code of Conduct Policy (Addendum A)

PUBLIC COMMENT

Over 40 comments were made by members of the public: Sarah Hoobler, Steve Witt, Chris Johnson , Marina Webb, Jennifer Walker, Councilmember Dave Donelson, Kris Anderson, Kay Gayle, Ann Johnson, Lorena Wilder, Jacquie Ostrom, Veronica Baker, Josi Parker, Bruce Hamilton, Kevin Binkley, Pat Webb, Natalie Becker, Ken Pfeil, Brooke Graves, Christine Hall, Balu Bhayani, Eric Lundberg, Will Rogers, Emily McCloskey, Katie Czukas, Merry A. Kogat, Erin Powers, Lisa M. Bigelow, Bill Wysong, Natalie Riendl, Katherine Hall, Heather Cloninger, Andrew Bacon, Virginia Franklyn, Alyssa Furia, Arianna Myers, Joe Pelka, Gloria Carpenter, Graham Swartzell, Elena Daghon, Regina Topp, Judith Darcy. Comments were mostly requesting the Board reverse its decision on the Rockrimmon Lease and included: that the community wants to work with the Board of Trustees, that PPLD should pursue a mill levy increase, that there was a lack of communication, that the community feels insignificant, and that not listening to the community may result in Trustees being removed from the Board.

REPORTS

Board Reports

Governance Committee

Chairperson Julie Smyth reported that the discussion included a Bylaw review, process timeline, and applications for vacancy.

Internal Affairs Committee

The Internal Affairs Committee did not meet in December.

Public Affairs Committee

Chairperson Debbie English stated that the discussion included Board goals for 2025 and the decision to close Rockrimmon Library. Debbie English shared that she did say a decision about the Rockrimmon library would not be made until 2025; at the

time she understood that to be true due to how these decisions are made. Ms. English acknowledged that the Board needs to do a better job of communicating and collaborating with the community.

Liaison comments

City Councilmember Nancy Henjum apologized to President Dora Gonzales for how she spoke to her and mentioned she has also spoken with Chief Librarian and CEO Teona Shainidze-Krebs. treated her and also spoke to Teona. Councilmember Henjum then read a letter that some of the councilmembers sent to the Board.

Trustee comments

Scott Taylor talked of his seven years on the PPLD Board of Trustees, his love for libraries, and that he had previously worked for a library system. Mr. Taylor offered to lead a special committee, with the Board President's approval, to collaborate with the community and volunteers. He also suggested seeking assistance from the Friends of PPLD and the PPLD Foundation; that all options have not been exhausted. Mr. Taylor requested the Trustees consider changing their vote and renew the Rockrimmon lease for one more year.

Chief Librarian and CEO Report

Chief Librarian and CEO Teona Shainidze-Krebs reported that she will be meeting with Michael Gaal, the superintendent of School District 11, next week, as well as with the Mayor's chief of staff, Jamie Fabos. Ms. Shainidze-Krebs is in conversation with the leadership of Monument about working together. PPLD's salary study is being finalized and stated that PPLD is strong because of our most valuable asset; the staff.

BUSINESS ITEMS

New Business

DECISION 24-12-1 Monument Lease options (3,5-,7- or 10-year lease)

Chief Librarian and CEO Teona Shainidze-Krebs stated that four lease options were provided, and that Library leadership recommends a 3- or 5-year extension.

In response to questions, Ms. Shainidze-Krebs shared:

- that as PPLD looks to expand services in the area, this will allow time to explore options for expanding.
- that it is unknown at this time if other tenants plan to vacate their space in the shopping complex.
- that PPLD does not have first right of refusal to expand into available spaces.
- that it is unknown at this time if other tenants plan to vacate their space in the shopping complex.
- That PPLD does not have first right of refusal to expand.
- that the community does need a bigger space, and that there is interest in collaborating with the local school district.
- That the shopping complex may be for sale in the future.

The Board of Trustees asked that Ms. Shainidze-Krebs speak to the property owner about including the first right of refusal in the lease options. and share the response at the Special Budget meeting on December 10, 2024. DECISION 24-12-1 has been adjourned to a future meeting of the Pikes Peak Library District Board of Trustees.

DECISION 24-12-2 Request for Records Policy and Procedures (CORA) update to policy to reflect changes in State requirement in 2024

The Request for Records Policy and Procedures (CORA) policy update was included in the Board packet. A change in the State requirements was made in July 2024, updating the rate that can be charged for record requests.

Motion: Debbie English made a motion that the Pikes Peak Library District Board of Trustees approve the Request for Records Policy and Procedures (CORA) update to policy to reflect Changes in State requirement in 2024 as presented.

Second: Julie Smyth seconded the motion.

Vote: The motion was approved unanimously.

DECISION 24-12-3 Rescind DECISION 24-10-2 Rockrimmon Lease (from October 16, 2024 agenda)

Motion: Scott Taylor made a motion that the Pikes Peak Library District Board of Trustees rescind DECISION 24-10-2 to not renew the Rockrimmon Lease.

Second:Debbie English seconded the motion.

Discussion: It was clarified that a yes vote will rescind the decision and will require a majority vote. If this passes, Decision 24-12-4 will be discussed to determine how to move forward.

Angela Dougan stated she has heard all comments and has read emails sent to the Board. Ms. Dougan is hearing that a community center is needed, a space for their children and local groups to meet. As a trustee, she has a responsibility to make sure the Library District is sustainable, and she serves the entire county. She suggests the community partner with the City of Colorado Springs to bring a community center to the Rockrimmon area.

Erin Bents shared that further conversation with the community is warranted. The Public Affairs Committee discussed doing better and Ms. Bents supports the idea of a committee to include members of the Board, the community and City Council. She would like to hear actionable ideas on how to move forward.

Scott Taylor stated his belief that the Board of Trustees needs to rebuild trust with the entire community and that PPLD should work with the PPLD Foundation for funding.

Debbie English hears the passion of the whole community on this topic, not just the Rockrimmon area. PPLD cannot serve as needed without community support and collaboration and how funding can work in the future needs to be discussed. Taking care of staff, Capital projects and serving the entire county is a top priority. Ms. English believes developing a model to collaborate with the community on every big decision that arises would be the next step.

Aaron Salt that he does hear other's perspectives, and thanked the community for sharing messages and attending meetings. This is a difficult decision and just because there is disagreement does not mean that voices are not heard. His stance has not changed since the October meeting.

Julie Smyth shared her hope that the community will remain involved regardless of the outcome of the vote. Ms. Smyth understands the desire for community, and supports the idea of the community and City Council creating a community center; PPLD could collaborate on that effort. Further research on the topic has reinforced her decision from the October meeting.

Debbie English stated that not renewing the lease will not allow for a new library to open on the East side of EL Paso county.

Dora Gonzales shared that job offers from PPLD have been declined due to wages being low and the cost of living in the area. Staff are overworked and volunteers cannot perform the same tasks as paid staff. Not renewing the lease does not mean closing the Rockrimmon Library permanently. The Board will find another space in the future, but it does not currently have that funding.

Erin Bents commented that her trust lies with the Finance Department. What would it look like to keep the decision and form a committee to create a plan for the future with the community and Colorado Springs.

Julie Smyth acknowledged that staff have been impacted by the budget struggles. Restructuring has reduced staffing at higher grades, however, existing staff are still underpaid and hiring new staff continues to be a challenge. Reducing hours will take away from serving the community. As the Foundation rebuilds, the Board will be able to collaborate with them. Ms. Smyth looks forward to considering other options as they are determined in the Rockrimmon area.

City Councilmember Nancy Henjum asked to speak, stating she believes that Colorado Springs and PPLD can work together. It is her belief that voting to keep the decision regarding the lease will result in a loss of trust. Surveys conducted two years ago indicate a great deal of respect for PPLD.

Angela Dougan believes that the City Council should collaborate with the community.

Debbie English shared that taking care of staff is the most important objective; that staff is overworked and underpaid. Her belief is that the Library District is a community center as it is a place where everyone is welcome. Reversing the vote and renewing the lease for one year does not guarantee that the issue will be resolved but does indicate a willingness to work together.

Vote: President Dora Gonzales asked for a vote by roll call:
Aaron Salt – no
Scott Taylor – yes

Julie Smyth – no
Debbie English – yes
Angela Dougan – no
Dora Gonzales – no
Erin Bents – no

With five trustees voting no and two trustees voting yes, the motion fails 5-2.

If approved, proceed to DECISION 24-12-4; If not approved, proceed without DECISION 24-12-4.

DECISION 24-12-4 Renew the Rockrimmon lease for 1 year (1/1/25 to 12/31/25) using the October 16 lease agreement or entering into a new agreement. The lease will be paid for by PPLD, offset by the funds collected by the “Save Rockrimmon Library” organization (\$69,345 as of November 27, 2024).

DECISION 24-12-4 was not discussed nor was a vote taken, as this was contingent on DECISION 24-12-3 passing and it was not approved.

ADJOURNMENT

There being no further business to discuss, President Dora Gonzales adjourned the regular meeting of the Pikes Peak Library District Board of Trustees at 8:33 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>

PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES
DECEMBER 10, 2024 4 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

SPECIAL BUDGET MEETING OF THE BOARD OF TRUSTEES

President Dora Gonzales, Vice President Scott Taylor, Angela Dougan, Debbie English, Aaron Salt, Julie Smyth

Chief Librarian and CEO Teona Shainidze-Krebs, Chief Communications Officer, Denise Abbott, Chief Human Resources & Organizational Development Officer Timothy Allen, Chief Facilities & Security Officer Michael Brantner, Security Supervisor Brien Brice, Senior Director of Development and Foundation Executive Director Courtney Deuser, Director of Regional History and Genealogy Michael Doherty .Executive Assistant Laura Foster, Chief Information Technology Officer Justin Goodwin, Chief Financial Officer Randy Green, Program Coordinator John Jarrell, Chief Operating Officer Heather Laslie, Director of Collection Management Jenny Pierce, AV Analyst & Photographer Logan Puente, Senior Security Officer Eric Scott, Director of Patron Experience Abby Simpson, Director of IT Infrastructure Dan Stone, Security Director Tess Warren

This meeting was delayed by 15 minutes.

CALL TO ORDER

President Dora Gonzales called the December 10, 2024 Special Budget meeting of the Pikes Peak Library District (PPLD) Board of Trustees to order at 4:15 p.m.

PLEDGE OF ALLEGIANCE

BUSINESS ITEMS

Unfinished Business

DECISION 24-12-1 Monument Lease options (3-, 5-, 7-, or 10-year lease)

Chief Librarian and CEO Teona Shainidze-Krebs stated that there are no changes to the lease options, there is no first right of refusal. Her recommendation is to approve the three- or five-year lease as it will allow time to explore expansion of the Monument Library. –

Board members stated a preference for the five-year lease due to the increase in cost associated with the three-year lease.

Motion: Aaron Salt made a motion that the Pikes Peak Library District Board of Trustees approve the five-year Monument Library lease as presented.

Second: Angela Dougan seconded the motion.

Vote: The motion was approved unanimously by those present.

New Business

PRESENTATION Salary Study

Chief Human Resources and Organizational Development Officer Timothy Allen stated that the market study, which takes place every three years, has been completed. The HR department works with Employer's Council to review every position description and compare with non-profits and library districts in Colorado. PPLD recommends moving entire groups of front-line staff up a pay grade, a recommendation that was not a part of the market study. These positions include Shelves, Library Associates and Senior Associates, Library Assistants and Senior Assistants.

This decision was based on the volume of vacant positions in these categories, and a review of stay and exit interviews conducted.

This results in a \$1.7 million total increase for 2025, including salary, taxes, and retirement. Although some positions came in above the market rate, PPLD will not lower positions from their current pay grade. All staff will receive a minimum increase of 3%. Any changes to pay grade will occur after the 3% increase is applied.

In response to a question about non-monetary changes that are being considered, Mr. Allen indicated the market study is a first step in improving PPLD's overall compensation.

PPLD will implement a performance evaluation process in January 2025. Once established, the plan is to tie performance to pay increases.

DECISION 24-12-4 Resolution to Adopt and Appropriate the 2025 Budget

The Budget and Resolution to Adopt and Appropriate the 2025 budget was distributed to the Board. The \$2 million that PPLD was not eligible to receive is earmarked as restricted funds and will be returned once the total dollar amount to return is clear. The mill levy for 2025 is 3.14, a slight increase from the mill levy in 2024. Property tax and ownership taxes are PPLD's only stream of revenue.

Information Technology is addressing cyber concerns and a Resolution adding to the annual contract will be forthcoming. In response to high mileage expenses, PPLD is considering purchasing a vehicle for the Security department as staff are required to travel around the district and currently use personal vehicles for which they receive mileage reimbursement.

Chief Information Officer Justin Goodwin shared details of PPLD's participation with the E-Rate program. PPLD applies for every opportunity for which the district is eligible. For 2025, PPLD will be working with a new Internet Service Provider that will include:

- firewalls for each library location,
- new switches and battery backups for those switches
- additional hotspots.

A cyber consultant is included in the 2025 budget to further support cyber security. A cyber attack on the District in June was addressed and 95% of services were restored in three days. Other library districts have struggled for months to recover from similar issues. Notification of PPLD's Cyber E-Rate funding should be received in a few weeks after which an RFP will be released. An ideal candidate will be nationally and internationally connected.

PPLD has received a CrowdStrike grant from a federal program run by the state in which antivirus software is provided. Mr. Goodwin and Senior Director Development and Foundation Executive Director Courtney Deuser will participate in the Cyber Leaders roundtable.

Beginning in 2025, PPLD will only pay the 20% of expenses covered by the E-Rate program and the vendor will be responsible for payment of the 80% balance provided by the program. In the past, PPLD paid the full amount up front and was reimbursed for 80% of the cost.

A 6% increase on insurance was secured after receiving a proposed increase of 19%. Human Resources responds as quickly as possible to secure the best increase possible.

State grants impact PPLD's Tabor limit, so state grants are rarely pursued. Interest income continues to be high.

The holds list for e-materials and audio books continues to be high, often taking as much as 12 weeks for materials to be available. Although this is some of the most expensive material we purchase, the use of e-materials does allow for quicker processing as staff do not physically interact with the materials.

In response to questions from the Board, Mr. Green explained:

- that the Facilities Capital Outlay figures for 2025 have not rolled forward from 2024.
- that the deficit of \$2.2 million on the budget change page of the 2025 budget is driven by the capital outlay. IT and Security worked with Finance to prioritize projects and lower this figure from \$5.5 million.
- that the reference to staff at Rockrimmon on the FTE page will result in staff relocating to Library 21c and High Prairie Library. Vacancies will be distributed to Manitou Springs, Library, Calhan and High Prairies Libraries, and Library 21c.

The budget will be updated to reflect this redistribution of staff. The budget in book format will be provided and posted as soon as available.

- Interest received for 2024 is \$1.6 million and the estimate in the budget for 2025 is \$500,000.

Motion: Debbie English made a motion that the Pikes Peak Library District Board of Trustees approve the Resolution to Adopt and appropriate the 2025 Budget t as amended.

Second: Julie Smyth seconded the motion.

Discussion: Clarification was provided that the \$14.4 million end of year total fund balance includes encumbrances. the actual end of year total fund balance is \$6.6 million.

Vote: The motion was approved unanimously by those present.

Julie Smyth read the Resolution:

RESOLUTION TO ADOPT AND APPROPRIATE THE 2025 BUDGET

A resolution summarizing expenditures and revenue for each fund, adopting a budget, and appropriating funds as outlined below for the Pikes Peak Library District, Colorado Springs, Colorado, for the calendar year beginning on the first day of January 2025 and ending on the last day of December 2025.

WHEREAS, pursuant to Colorado Local Government Budget Law, the Board of Trustees of the Pikes Peak Library District must adopt the annual budget for 2025 by December 10, 2024; and

WHEREAS, the 2025 Original Adopted Budget must recognize revenues and have available fund balance sufficient to cover the appropriated expenditures set forth in the annual budget; and

WHEREAS, a Preliminary Balanced Budget for 2025 was submitted by the Chief Financial Officer to the Board of Trustees on September 27, 2024, as required by Colorado Local Government Budget Law; and

WHEREAS, pursuant to the notice published in accordance with Colorado Local Government Budget Law, the proposed 2025 budget has been open for inspection by the public since September 27, 2024; and

WHEREAS, public hearings were held by the Board of Trustees on October 16, 2024 and November 20, 2024 in order to provide interested citizens an opportunity to file or register any comments or objections, and to review evidence and hear testimony as presented to the Board on the proposed 2025 budget; and

WHEREAS, up to and including this date, said proposed budget has been open for inspection by the public and interested citizens to be given an opportunity to file or register any objections to said proposed budget pursuant to Colorado Local Government Budget Law; and

WHEREAS, Attachment A outlines the revenue, expenditures and fund balance details of the 2025 budget; and

WHEREAS, all expenditure changes made to the Preliminary Balanced Budget to revenue and available fund balances are incorporated in the Original Adopted Budget, as required by Colorado Local Government Budget Law; and

NOW, THEREFORE, BE IT RESOLVED BY THE PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES;

Section 1. That the budget as submitted, amended and summarized in Attachment A, hereby is approved and adopted as the budget of the Pikes Peak Library District for the year 2025. The following sums are hereby appropriated from the revenues and available fund balances of each fund, to each fund, for the stated purpose:

General Fund	\$ 36,841,279
Capital Fund	\$ 3,977,345
Self-Insurance Fund	<u>\$ 3,564,851</u>
Total	\$ 44,383,475

Section 2. That the budget hereby approved and adopted shall be signed by the Chief Librarian/Chief Executive officer, filed with the Colorado Department of Local Affairs, Division of Local Government, and made a part of the public records of the Pikes Peak Library District.

ADOPTED, this 10th day of December 2024.

The following item was added to the agenda:

DECISION 24-12-5 Resolution to set mill levy

The Resolution to set mill levies was distributed to the Board of Trustees. Debbie English read the resolution:

RESOLUTION TO SET MILL LEVIES

A resolution to establish and approve the certification of the Pikes Peak Library District's mill levy for the 2024 property taxes payable in 2025 and allocating revenues from such property taxes and the specific ownership tax among the District's various Funds.

WHEREAS, the El Paso County, County Assessor has certified the value of all real property in the Pikes Peak Library District for the year 2024 (for taxes to be collected in the year 2025) in the total net assessed valuation amount of \$11,802,303,670; and

WHEREAS, the Board of Trustees of the District desires to establish the amount of property tax revenues to be collected from levies against the valuation of all taxable property located in the District; and

WHEREAS, the Board of Trustees of the District, in compliance with TABOR, establishes the amount of property tax revenues to be collected that will not exceed the maximum amount of property tax revenues the District is allowed to receive under the TABOR amendment; and

WHEREAS, the District is authorized to recover revenues lost through abatements, said amounts to the District, being 0.007 mills in the amount of \$84,585; and a temporary tax credit revenue adjustment being .014 mills in the amount of \$156,884;

WHEREAS, the Board of Trustees has the discretion to allocate the levy of 3.147 mills plus 0.007 mills from abatements minus the temporary tax credit adjustment of .014 mills for a total of 3.140 mills among the various funds of the District, which funds for the year 2025 are the General Fund, Capital Fund, and Self-Insurance Fund as follows; and

General Fund	2.606
Capital Fund	0.281
Self-Insurance Fund	<u>0.253</u>
Total	3.140

WHEREAS, in addition to revenues collected from the levy upon all such taxable property in the amount of \$36,770,302, the Board of Trustees desires to allocate to the General Fund those revenues anticipated to be collected from the Specific Ownership Tax, which revenues for the year 2025 are anticipated in the amount of \$3,300,000; and

WHEREAS, the Board of Trustees of the Library District has adopted the annual budget in accordance with Local Government Budget Law on December 10, 2024, and:

NOW, THEREFORE, BE IT RESOLVED BY THE PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES:

Section 1. That for the purpose of meeting general operating expenses and to help defray the costs of government for the Pikes Peak Library District for the year 2025, there is hereby levied a tax of 3.140 mills (comprised of a general operating mill levy of 3.147 mills and an abatement mill of 0.07 minus the temporary tax credit of .014 mills) upon each dollar of the total valuation for assessment of all taxable property within the District for the 2024 assessment year.

Section 2. That the Chief Financial Officer of the Pikes Peak Library District is hereby authorized and directed to immediately certify to the County Commissioners of El Paso County, Colorado, the mill levies for the Pikes Peak Library District as hereinabove determined and set.

ADOPTED, this 10th day of December 2024.

Motion: Aaron Salt made a motion to accept the Resolution to set Mill Levies as presented.

Second: Julie Smyth seconded the motion.

Vote: The motion was approved unanimously by those present.

ADJOURNMENT

There being no further business to discuss, President Dora Gonzales adjourned the Special Budget Meeting of the Pikes Peak Library District Board of Trustees at 5:48 p.m.

The full packet of materials for this meeting of the Pikes Peak Library District Board of Trustees will soon be available at <https://ppld.org/board-trustees>