

PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES  
July 20, 2022 5 pm



PENROSE LIBRARY – COLUMBINE ROOM A

[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: 883 8779 8379

Passcode: 730852

President Dr. Stoll, Vice-President Scott Taylor, Secretary/Treasurer Dora Gonzales, Erin Bents, Debbie English, Mina Liebert, Aaron Salt

Interim Chief Librarian and CEO Teona Shainidze-Krebs, Director of Public Relations & Marketing Denise Abbott, Chief Safety, Social Services & Security Officer Michael Brantner, Monument & Palmer Lake Library Manager Jean Carrier, Video Producer/Director Drew Cerino, West Region Director Michael Doherty, Executive Assistant Laura Foster, Chief Financial Officer Randy Green, Strategic Services Librarian Sandy Hancock, City Councilmember Randy Helms, East Library Manager Gigi Holman, Chief Development Officer & Foundation Executive Director Lance James, Legal Counsel for PPLD Debbie S. Menkins, Chief Communications Officer Michelle Ray, Fountain Library Manager Jake Rundle, Interim Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Southeast Regional Director Abby Simpson, Chief Facilities Management Officer Gary Syling, Internal Communications Specialist Jeremiah Walter, Mobile Library Manager Lisa Ward, Ruth Holley Library Manager Tessia Warren, Beth Fisher, KG, SJ Morrone, Mariana, Randi, Rebecca

#### REGULAR MEETING OF THE BOARD OF TRUSTEES

##### CALL TO ORDER

President Dr. Ned Stoll called the July 20, 2022 regular meeting of the Pikes Peak Library District Board of Trustees to order at 5:00 p.m.

##### ITEMS TOO LATE FOR THE AGENDA

There were no items too late for the agenda.

##### EXECUTIVE SESSION

President Dr. Ned Stoll called for a motion from the Board to move into Executive Session to conference with the Pikes Peak Library District attorney for purposes of receiving legal advice regarding election issues as authorized by C.R.S. § 24-6-402(4)(b).

**Motion:** Scott Taylor made a motion to move into Executive Session at 5:02 p.m. to conference with the Pikes Peak Library District attorney for purposes of receiving legal advice regarding election issues as authorized by C.R.S. § 24-6-402(4)(b).

**Second:** Aaron Salt seconded the motion.

**Vote** The vote was approved unanimously.

Interim Chief Librarian and CEO Teona Shainidze-Krebs and Legal Counsel for PPLD Debbie S. Menkins joined the Executive Session at the invitation of President Dr. Ned Stoll.

President Dr. Ned Stoll called for a motion to adjourn Executive Session and return to Open Session.

**Motion:** Aaron Salt made a motion that the Pikes Peak Library District Board of Trustees adjourn Executive Session at 5:34 p.m. and reconvene in Open Session.

**Second:** Mina Liebert seconded the motion.  
**Vote:** The motion was approved unanimously.

*City Councilmember Randy Helms left the meeting during Executive Session.*

## **BUSINESS ITEMS:**

### **New Business**

**Discussion:** Anthony Carlson and Sarah Brittain Jacks, Campaign Managers

Anthony Carlson provided an overview of the voter polling conducted in the fall of 2021 and March of 2022 by WPA Intelligence.

### **PUBLIC COMMENT**

President Dr. Stoll asked if anyone attending the meeting would like to share a public comment about the intent to participate in the 2022 General Election.

Beth Fisher shared her opinion that we should not request an increase at this time. She is concerned that the reasons for the increase are not clear and she is opposed to providing additional tax dollars to the District.

Comments shared by several Trustees included:

- There are areas of the county that do not have a library nearby.
- The District has a responsibility to serve the increased population of young families in El Paso County.
- A tax increase has not been approved since 1986.
- The population of the county has grown so tax revenue to the District has increased; asking for an increase during difficult financial times may be seen as irresponsible.
- Not pursuing a tax increase could result in cuts to what the District currently offers the community.
- Although it is a difficult time to ask for an increase, approving the measure allows for the community to decide what they want for their Library District.
- A concern that spending \$500,000 to be on the ballot is not the best use of PPLD funds.

Interim Chief Librarian and CEO Teona Shainidze-Krebs mentioned that feedback from the Strategic Planning Input Sessions reflect that the community would like us to have more open hours and open new library locations.

In response to a question about revenue going to tax increment financing (TIF) for Colorado Springs Urban Renewal Authority (CSURA) projects, CSURA Executive Director Jariah Walker explained that URA projects cannot happen without the support of TIFs, and that this support results in growth for the community.

**Decision 22-7-1:** Intent to participate in the 2022 election

**Motion:** Dora Gonzales made a motion that the Pikes Peak Library District Board of Trustees approve its intent to participate in the 2022 general election as discussed.

**Second:** Mina Liebert seconded the motion.

**Discussion:** A clarification was made that this vote indicates the intention to participate in the 2022 general election because official notification is due to the El Paso County's Clerk & Records Officer by July 29, 2022.

**Vote:** President Dr. Ned Stoll called for a vote by roll call.  
Aaron Salt: No

Dora Gonzales: Yes  
Scott Taylor: No  
Debbie English: Yes  
Erin Bents: No,  
Mina-Liebert: Yes  
Dr. Stoll: Yes

With four members voting yes and three members voting no, the motion passes four to three.

## CORRESPONDENCE AND PRESENTATIONS

### Presentations

Urban Renewal Authority (URA) process presentation – Jariah Walker

Jariah Walker, Executive Director of the Colorado Springs Urban Renewal Authority (CSURA) introduced Tom Binnings, of Summit Economics, LLC. Mr. Binnings presented on How Libraries and Urban Renewal go hand in hand.

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

There was no public comment.

*A ten-minute break was taken at 7:05 pm.*

*The regular meeting of the Board of Trustees resumed at 7:15 p.m.*

## BUSINESS ITEMS (cont.).

### Consent Items

Minutes of the June 15, 2022 meeting

Mina Liebert abstained from voting as she left the June 15, 2022 meeting after the first hour.

**Motion:** Scott Taylor made a motion that the Pikes Peak Library District Board of Trustees approve the minutes of the June 15, 2022 meeting as presented.

**Second:** Aaron Salt seconded the motion.

**Vote:** The motion was approved unanimously by the Trustees who cast a vote.

### Unfinished Business

#### **Decision 22-7-2:** Interim Chief Librarian and CEO Goals

Dora Gonzales explained that the goals were written following the SMART goal format. Aaron Salt recommended removing the word 'continues' to create a timeframe for each goal. Mina Liebert acknowledged that Goal four regarding improving the budget process.

**Motion:** Dora Gonzales made a motion that the Pikes Peak Library District Board of Trustees approve the Interim Chief Librarian and CEO Goals as amended.

**Second:** Mina Liebert seconded the motion.

**Vote:** The motion was approved unanimously by the Trustees present.

*Trustee Erin Bents left the meeting during this discussion.*

### New Business (cont.)

**Decision 22-7-3:** 2021 Financial Audit

The 2021 Financial Audit was included in the Board packet. Chief Finance Officer Randy Green explained that BKD, after merging with another firm, is now named FORVIS. Results of the 2021 audit were shared with the Internal Audit Committee on June 29, 2022.

After the Board of Trustees vote, the 2021 audit will be submitted to the state.

Mr. Green thanked Teona for her participation and support of this process, and thanked the Finance Department staff for their hard work. Aaron Salt shared his appreciation for all the work that goes into the audit process.

**Motion:** Mina Liebert made a motion that the Pikes Peak Library District approve the 2021 Financial Audit as presented.

**Second:** Scott Taylor seconded the motion.

**Vote:** The motion was approved unanimously by the Trustees present.

**Decision 22-7-4:** Include Pledge of Allegiance on the Board meeting agenda

Aaron Salt recommended, at the June 15, 2022 Board meeting, that as a government entity, we include the Pledge of Allegiance at the beginning of Board of Trustees meetings.

**Motion:** Aaron Salt made a motion that the Pikes Peak Library District Board of Trustees approve the inclusion of the Pledge of Allegiance on all board meeting agendas.

**Second:** Dora Gonzales seconded the motion.

**Discussion:** Mina Liebert stated that she would like the Board to consider including a land acknowledgement also. This is a way to honor the ground and space that we occupy in respect of those who occupied the land in the past. Mina suggested Shirley Martinez provide a presentation to the Board on the importance of land acknowledgements.

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

**Decision 22-7-5:** Penrose Library Parking Meters Management/Enforcement Memorandum of Understanding (MOU)

The original agreement from 1997 and the updated MOU were provided in the Board packet. Chief Facilities Management Officer Gary Syling explained that PPLD will continue to receive the revenue from the meters, and the City of Colorado Springs will receive the revenue of any fees because of parking violations. The only significant change to the agreement is that the City of Colorado Springs will now be responsible for all enforcement of the use of the Penrose parking meters. Mr. Syling clarified that the new meters will include radio frequency identification (RFID) that will allow for staff to scan their staff ID for parking. If the staff ID is not used, staff do risk receiving a ticket from the city.

Mr. Syling shared that the contract will be reviewed tomorrow with the installation company. Michael Brantner, Chief Safety, Social Services, and Security Officer, explained that it has been suggested that the cost of using Penrose parking meters be increased to what is charged at meters on the street. This system will include a barcode scanner that will allow one hour a day of free parking to patrons using their library card.

Mr. Brantner also clarified that PPLD contracts with a towing service to handle abandoned or overnight parking violations. Any associated costs are paid by the vehicle owner.

**Motion:** Mina Liebert made a motion that the Pikes Peak Library District Board of Trustees approve the Penrose Library Parking Meters Management/Enforcement MOU as

presented.

**Second:** Aaron Salt seconded the motion.

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

**Review:** Closures and Delays Policy

The Closures and Delays policy procedure has been updated at the request of the Board of Trustees. The updates include staffing concerns as a reason for closing/delay, as well as the state holiday, Cabrini Day, that the District uses as a staff training day.

## 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 Rita Jordan shared that the Literary Awards welcomed 110 guests and that the Board hopes to vote on revised bylaws in the fall. Mina Liebert thanked the Friends of the Pikes Peak Library District for all their support.

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

The Pikes Peak Library District Foundation Report was included in the Board packet. In response to a question from Scott Taylor, Chief Development Officer, and Foundation Executive Director Lance James explained that the term 'library collections' in the report refers to materials purchased for the District. If a donor specifies the use of their donation, a designated fund is created to track expenditures; if it is not specified, the gift is put in the general fund.

Mina Liebert thanked the Foundation for the variety of grant funding that is pursued and received. Dora Gonzales appreciated the invitation to the Shiver's Concert.

### **Financial Report: July 2022**

The Financial Report for July 2022 was included in the Board packet. Chief Financial Officer Randy Green indicated that most of the revenue received from property taxes has been received. Expenditures continue to track similarly to last year. Mr. Green shared that both the East Library and Penrose Library roof projects are nearing completion and gave kudos to Gary Syling and the Facilities Department for managed two roof replacements in 2022. Mr. Green also shared his appreciation for the great job Kim Hoggatt, Controller, is doing in the Finance Department.

### **Public Services Report**

The Public Services Report was included in the Board packet. Interim Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles emphasized the success of the summer reading program and acknowledged all the hard work that goes into the program. Ms. Sayles announced that the August 17, 2022 Board of Trustees meeting will be held at High Prairie Library at 5:00 p.m. High Prairie Library Manager Liz Willhoff will be available before the start of the meeting for anyone who would like a tour. The grand opening of the Outdoor Space at High Prairie Library will be held on August 25, 2022.

Aaron Salt appreciated the inclusion of the East Library at night photo.

### **Support Services Reports: Communications Report, Facilities Report, Human Resources Report, Information Technology Report**

The Support Services Reports were included in the Board packet. There were no questions regarding the reports.

Aaron Salt asked that the internal newsletter, The Bookmark, be sent to the Board of Trustees. Mina Liebert acknowledged the impact of the partnership between East and the George Fellows Park in building community.

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

Interim Chief Librarian and CEO Teona Shainidze-Krebs spoke about the Strategic Planning process and the strong response from the public in providing input through surveys and in-person planning sessions. An additional Strategic Planning Session is scheduled for Wednesday August 3, 2022 for elected officials and community leaders who were unable to attend previous sessions.

Since the last meeting, Ms. Shainidze-Krebs has met with City Councilman Dave Donelson, City Councilman Randy Helms and City Councilwoman Stephannie Fortune. Councilman Donelson was particularly pleased to learn that Special Collections has a copy of the Gutenberg Bible.

Ms. Shainidze-Krebs indicated that the search for a new Chief Information Technology Officer (CITO) continues with in-person interviews scheduled for early August. Interim Deputy Chief Librarian Tammy Sayles will be acting Chief Librarian while Ms. Shainidze-Krebs is on vacation from July 26 through August 2, 2022.

## **Board Reports**

### **Governance Committee Report**

Governance Committee Chair Dora Gonzales shared that the Committee met on July 5, 2022. The committee discussed:

- A revision of the Interim Chief Librarian and CEOs goals.
- High Prairie Library will be the location for the August 17, 2022 Board of Trustees meeting.
- Review and revision of the bylaws to include signing authority on PPLD bank accounts for the Board President and Board Secretary/Treasurer.
- The Board of Trustees vacancy search will launch on August 8, 2022; marketing and creation of the on-line application are underway.

### **Internal Affairs Committee Report**

Internal Affairs Committee Chair Debbie English shared that the Committee met on July 5, 2022. The decisions made at today's meeting and bringing the Board into the Budget process earlier than in the past were discussed. It was also determined that procedural improvements in the Finance Department will be reviewed by the Internal Affairs Committee when available.

### **Public Affairs Committee Report**

Public Affairs Committee Chair Mina Liebert shared that the Committee met on July 5, 2022. The process to consider intent to participate in the 2022 general election was discussed.

### **Trustee Update**

Vice President Scott Taylor shared that he visited the Ute Pass Library, and that his family attended the performance of The Tempest in the George Fellow's Park next to East Library.

Secretary/Treasurer Dora Gonzales attended a Communications Department meeting earlier this week, sharing that she appreciated that the meeting started with staff sharing kudos for each other. Ms. Gonzales thanked the department for keeping up with tasks despite being understaffed.

President Dr. Stoll sat in on a meeting at Old Colorado City Library and shared that it was the first library he and his wife visited within PPLD.

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

President Dr. Stoll thanked Interim Chief Librarian and CEO Teona Shainidze-Krebs and all the staff for their service to the community and thanked the Board for their support of the Library District and staff.

## **ADJOURNMENT**

There being no further business to discuss, President Dr. Stoll adjourned the July 20, 2022 meeting of the Board of Trustees at 8:06 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>