



Providing resources and opportunities that
impact individual lives and build community

PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES
December 8, 2021 5 pm

Penrose Library – Columbine Room

[VIRTUAL MEETING \(ZOOM\)](#)

Call in: 1-253- 215-8782 or 1-312-626-6799 or 1-669-900-6833 or 1-346-248-7799

Meeting ID: 999 9730 6850

Passcode: 399338

President Wayne Vanderschuere, Vice President Scott Taylor, Secretary/Treasurer Dora Gonzales, Trustee Debbie English, Trustee Cathy Grossman, Trustee Mina Liebert, Trustee Dr. Ned Stoll

Chief Librarian and CEO John Spears, Finance Specialist Dana Austin, Chief Safety, Social Services and Security Officer Michael Brantner, Executive Assistant Laura Foster, Finance Assistant Tisha Gough, Controller Randy Green, Ruth Holley Manager Gigi Holman, Chief Development Officer and Foundation Executive Officer Lance James, Systems Support Specialist Carol Morrow, Chief Information Technology Officer Rich Peters, Chief Communications Officer Michelle Ray, Director of Adult Education Tammy Sayles, Chief Public Services Officer and Deputy Chief Librarian Teona Shainidze Krebs, Southeast Regional Director Abby Simpson, Chief Facilities Management Officer Gary Syling, Chief Financial Officer Mike Varnet, Internal Communications Specialist Jeremiah Walter; City Councilmember Randy Helms, Aaron Salt, County Commissioner Holly Williams, City Councilmember Wayne Williams, Friends of the Pikes Peak Library District Operations Coordinator Beth Crumrine, John Foley, Summer Hiett, Jason Karoub, Tim (last name not provided), Shawna Kempainen, Ruby Kreutz, Will Snyder, Deb Walker

PUBLIC HEARING FOR THE PIKES PEAK LIBRARY DISTRICT 2022 BUDGET

CALL TO ORDER

President Vanderschuere called the Public Hearing for the Pikes Peak Library District 2022 Budget to order at 5:00 p.m.

PUBLIC COMMENT REGARDING THE 2022 BUDGET

There was no public comment regarding the 2022 Budget.

ADJOURNMENT

President Vanderschuere adjourned the Public Hearing for the Pikes Peak Library District 2022 Budget at 5:03 p.m.

REGULAR MEETING OF THE BOARD OF TRUSTEES

CALL TO ORDER

President Vanderschuere called the December 8, 2021 regular meeting of the Pikes Peak Library District Board of Trustees to order at 5:04 p.m.

ITEMS TOO LATE FOR THE AGENDA

Chief Financial Officer Mike Varnet asked to introduce the Finance Office Staff to the Board of Trustees as this is his last Board meeting. Mike introduced Controller Randy Green, Finance Specialist Dana Austin, Finance Assistant Tisha Gough and Systems Support Specialist Carol Morrow. Payroll Specialist Dawn Ouradnik, and Accountant Tatiana Zonte were unable to attend today's meeting.

PRESENTATIONS

President Vanderschuere announced that the Government Finance Officers Association (GFOA) presented the Distinguished Budget Presentation Award to the Pikes Peak Library District for 2021. This award, established in 1984, is presented to a state or local government entity that prepares budget documents of the very highest quality that reflect both the guidelines established by the National Advisory Council on State and Local Budgeting and the GFOA's best practices on budgeting. This award recognizes budget documents that excel as a policy document, financial plan, operations guide, and communication tool.

PUBLIC COMMENT

Deb Walker shared her appreciation for the Pikes Peak Library District, as a member of the non-profit community and a 20-year resident of the Colorado Springs area. She commended PPLD for being a great partner and providing spaces within the libraries to hold community events. Ms. Walker also commented that she appreciates the library considering all members of the community when developing programs.

John Foley, a military veteran, has lived in the Colorado Springs area since 2012. He attended today's meeting to thank PPLD for a wonderful library; he has lived in a dozen states and the Pikes Peak Library District is the best of anywhere he has lived.

Shawna Kempainen, Executive Director of The Place, thanked the Pikes Peak Library District for years of partnership, and for creating a Safe Place network within our district locations. The young people she works appreciate that PPLD operates in an egalitarian manner.

BUSINESS ITEMS

Decision 21-12-1: Minutes of the November 17, 2021 Meeting

The minutes from the November 17, 2021 meeting of the Board of Trustees were included in the Board packet. A correction was made to the minutes regarding the launch date of the PowerPass program with the Calhan School District.

Motion: Dr Stoll made a motion to approve the minutes of the November 17, 2021 regular meeting of the Pikes Peak Library District Board of Trustees as amended.

Second: Scott Taylor seconded the motion.

Vote: The motion was approved unanimously.

Consent Items

There were no consent items on the agenda.

Unfinished Business

There was no unfinished business.

New Business

Decision 21-12-2: 2022 Budget for the Pikes Peak Library District

The 2022 Budget for Pikes Peak Library District was included in the Board packet.

A public hearing for the 2022 Budget for the Pikes Peak Library District was held on December 8, 2021. No public comment was made.

The Board discussed the 2022 Budget at its regular meeting on October 20, 2021. The Board received the draft 2022 Budget on October 15, 2021.

Chief Financial Officer Mike Varnet explained that the largest expenditure planned for 2022 is replacing the roof at the Penrose complex. Other highlights that Mr. Varnet provided are:

- Property tax revenue makes up 85-86% of the budget
- Personnel expenses are 57.7% of the budget, including the 2022 pay adjustment of 4%, and a placeholder for the impact of the Equal Pay for Equal Work Act.
- The application of the Market study results is underway.

Chief Librarian and CEO John Spears thanked Chief Financial Officer Mike Varnet and everyone in the Finance Department for their work on the budget. He also thanked PPLD Management Team and Leadership Team for their input on the budget.

Motion: Dr. Stoll made a motion to approve the 2022 Budget as presented.

Second: Cathy Grossman seconded the motion.

Vote: The motion was approved unanimously.

Decision 21-12-3: 2022 Board of Trustees Meeting schedule

The schedule of proposed dates for regular meetings of the Pikes Peak Library District Board of Trustees was included in the board packet. This schedule reflects that the Board meetings will be held on the 3rd Wednesday of each month, with the December 2022 meeting being held on the 1st Wednesday, December 7, due to the budget deadline.

Trustee Mina Liebert indicated potential conflicts with some dates. It was decided to address any necessary changes to the schedule as conflicts arise.

Motion: Dr. Stoll made a motion to approve the 2022 Board of Trustees meeting schedule as presented.

Second: Scott Taylor seconded the motion.

Vote: The motion was approved unanimously.

Decision 21-12-4: 2022 Board officer and Committee Chair appointments

The creation of a slate of officers is a function of the Board Governance Committee. Governance Committee Chair Debbie English consulted with each Board member to create the 2022 slate of officers. It was clarified that the Committee Chair appointments are a Discussion item and not a Decision.

The Slate of Board Officers for 2022 was presented as follows:

President: Dr. Ned Stoll
Vice President: Scott Taylor
Secretary/Treasurer: Dora Gonzales

Motion: Debbie English made a motion to approve the 2022 Board officers as presented.

Second: Mina Liebert seconded the motion.

Vote: The motion was approved unanimously.

Discussion: Committee Chair appointments

Governance Committee Chair Debbie English announced the Committee Chair and Representatives for 2022:

- Governance Committee – Chair Dora Gonzales, Scott Taylor
- Internal Affairs Committee – Chair Debbie English, second will be a newly appointed Trustee
- Public Affairs Committee – Chair Mina Liebert, second will be a newly appointed Trustee

Decision 21-12-5: Floating Holiday policy update

The Board of Trustees approved adding Juneteenth as a recognized federal holiday earlier this year. This update brings the breakout of the holiday hours per employee level to the administrative policy instead of the board policy.

Motion: Scott Taylor made a motion to approve the Floating Holiday Policy update as presented.

Second: Dora Gonzales seconded the motion.

Vote: The motion was approved unanimously.

Decision 21-12-6: Resolution to Recognize Trustee Cathy Grossman

Cathy Grossman's second term on the Pikes Peak Library District Board of Trustees will end on December 31, 2021. A resolution recognizing Trustee Grossman was presented.

Resolution in Recognition of Exemplary Service of Cathy Grossman to the Pikes Peak Library District Board of Trustees

Whereas, The Pikes Peak Library District Board of Trustees wishes to commend Cathy Grossman for her exemplary service as a Pikes Peak Library District Board of Trustees Member from January 1, 2012 to December 31, 2021; and

Whereas, Cathy's service on the Board of Trustees has included serving as the President of the Board (2017); serving as the Vice President of the Board (2015, 2016); serving on the Public Affairs Committee (2012, 2013 to 2016 Chair, 2018 Chair, 2019, 2021); serving on the Internal Affairs Committee (2020); serving as the Board Liaison to the Pikes Peak Library District Foundation (2014 to 2017); and serving as the Board Liaison to the Friends of the Pikes Peak Library District (2018); and

Whereas, Cathy's personal ethics, compassion, and leadership have made a significant, positive, and long lasting impact on the libraries, families, and children within this community; and

Whereas, Cathy's knowledge, attention to detail, and insatiable curiosity have contributed to the continued success of the Pikes Peak Library District; and

Whereas, Cathy's thoughtful questions, insights, and involvement have significantly contributed to many Library initiatives that improved the overall quality of life for all citizens within the Pikes Peak Region; and

Whereas, Cathy Grossman has been an advocate for public libraries, has consistently demonstrated the qualities of an exemplary Board Member, and has been a true friend to and champion of the staff and patrons of the Pikes Peak Library District.

Now, therefore, the Board of Trustees of Pikes Peak Library District does hereby recognize and sincerely thank Cathy Grossman for her commitment, dedication, and service to this Library District and to the community and for the many enduring accomplishments achieved during her tenure.

Motion: Dr. Stoll made a motion that the Pikes Peak Library District Board of Trustees adopt the *Resolution in Recognition of Exemplary Service* to honor and thank Cathy Grossman for her service to the Pikes Peak Library District Board of Trustees.

Second: Scott Taylor seconded the motion.

Vote: The motion was approved unanimously.

REPORTS

Friends of the Pikes Peak Library District Report

President Rita Jordan provided a verbal report. President Jordan commended Friends Operations Coordinator Beth Crumrine for her initiative and creativity in adapting to the challenges presented by the pandemic. The first Friend's newsletter has been distributed.

The Friends Board of Directors asked President Jordan to provide the following comments:

- The Friends have long served as advocates for the Pikes Peak Library District and are proud of the many programs that are offered, and the ways the District addresses the diverse needs of the community.
- The Friends just approved their 2022 budget that includes significant continued support of the District's programs.
- The Friends shared their appreciation for the relationship with Wayne Vanderschuere over the years, for his being a liaison to the Friends, and for attending events sponsored by the Friends.

Pikes Peak Library District Foundation Report

The Pikes Peak Library District Foundation Report was included in the Board packet. Chief Development Officer and Foundation Executive Officer Lance James shared the receipt of an additional award from the Coronavirus Relief Fund (CVRF) of \$20,000, bringing the total amount awarded to PPLD to \$570,000.

Public Services Report

The Public Services Report was included in the Board packet. Chief Public Services Officer and Deputy Chief Librarian Teona Shainidze Krebs announced that 41 requests from school districts, charter schools and homeschool programs were received in November.

Support Services Reports: Communications Report, Facilities Report, Human Resources Report, Information Technology Report, and Safety, Social Services & Security Report.

The Support Services Reports were included in the Board packet.

Chief Librarian's Report

Chief Librarian and CEO John Spears provided a presentation on book challenges. Chief Librarian Spears shared that in a monthly meeting of the Colorado Public Library Directors, the large increase of challenges to materials and programs was a primary discussion, with many of the concerns received being about LGBTQ and race issues. Since 1977, Pikes Peak Library District has received 312 challenges to materials, with additional challenges received regarding activities, programs, and the use of meeting rooms. The process begins when a patron presents the challenge, prompting a conversation with library staff to explain the process and confirm the patron's request. If a patron decides to pursue the challenge, several librarians are tasked with evaluating the material without knowing the specific concern raised by the patron, concluding with their recommendation of how to proceed. These evaluations and recommendations are compiled by the Chief Public Services Officer who works with the Chief Librarian to provide a response to the patron. This response does include a summary of the evaluation completed by the librarians. PPLD has a similar process in place for challenges to exhibits within the library, to include public exhibits within any library space.

The American Library Association (ALA) adopted the Library Bill of Rights in June 1939. This statement was created to address the suppression of free speech and censorship, and has evolved over the years to include book banning, race and gender discrimination, and exhibit spaces. This statement recognizes, reflects, and respects all members of the community and is at the core of library values. As an example, Mr. Spears shared that we partner with Focus on the Family to generate reading lists, while also partnering with LGBTQ organizations to meet their needs. A library's role is to ensure that all members of the community have access to materials that are meaningful to them.

Chief Librarian Spears recognized Mike Varnet for receiving the Colorado Government Finance Officers Association (CGFOA) Finance Professional of the Year award from his peers across Colorado. Mike is well known to be a resource for TABOR as well as an excellent resource for Finance questions in general.

Board Reports

Governance Committee Report

Governance Committee Chair Debbie English stated the committee met on December 7, 2021. The Chief Librarian and CEO performance evaluation is underway and will be shared with the full board once the committee has had a chance to review.

Ms. English shared that the Board vacancy process is awaiting a decision from the Colorado Springs City Council. The bylaws allow for an existing Board member who has not completed their second term to remain on the board until a replacement is seated. A quorum will still be required on any decision.

Finally, Ms. English indicated that the Adopt a Trustee program will be discussed at the regular Board meeting in January 2022.

Internal Affairs Committee Report

Internal Affairs Committee Chair Scott Taylor stated the committee met on December 7, 2021. Changes to the budget and the floating holiday policy were topics of discussion.

Public Affairs Committee Report

Public Affairs Committee Chair Mina Liebert shared that the committee met on December 7, 2021 to discuss updates.

Board President's Report

President Wayne Vanderschuere shared that he attended the recent military breakfast. Mr. Vanderschuere also thanked the liaisons for their attendance at today's meeting.

ADJOURNMENT

There being no further business to conduct, President Vanderschuere adjourned the December 8, 2021 meeting of the Board of Trustees at 6:49 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>