

DOUGLAS COUNTY LIBRARIES
Board of Trustees Special Meeting
November 26, 2024
Virtual - Zoom

President Nolan called the special meeting to order at 5:31 p.m.

This meeting was held and was noticed in compliance with both Colorado Open Meeting Law and the Douglas County Libraries Bylaws.

The following were present:

TRUSTEES: Suzanne Burkholder, Jessica Kallweit, Rick LaPointe, Zach McKinney, Terry Nolan, Meghann Silverthorn, and Ted Vail

All trustees were present. A quorum was present.

STAFF: Bob Pasicznyuk, Casie Cook, and Patti Owen-DeLay

PUBLIC: Melissa Smith (ID unconfirmed) – Smith left the meeting at 5:36 p.m. and returned at 5:38 p.m.

LIBRARY BUSINESS

No trustee declared any conflict of interest for any business before the Board during this meeting.

This meeting was called to provide staff with direction for finalizing the 2025 budget. Pasicznyuk summarized the change in budget revenue from the October draft, asking the Board to give direction on reserve amount retained and how any refund could be given to residents.

Nolan shared that 2025 would be the library base year for the new legislation, with a 10.5% cap every two years going forward for the next five years.

Cook went through her presentation included in the Board packet.

Comments included:

- Paying off the Certificates of Participation early.
- Forecasting seems to have surplus.
- A second or new location in Lone Tree as a part of the Facilities Master Plan.
- Refunds/rebates need to be done in the most cost-effective method.
- There is a plus in rebates as being an obvious method of returning funds.
- Collect less, without reducing the mill levy – investigate how that can be accomplished. This needs to be investigated further.
- The Executive Committee to communicate with legislators about the issue around temporary mill levy reduction and legislated base years.

MOTION 24-11-01SP: LaPointe moved and the motion carried unanimously to amend the 2025 draft budget, returning \$5M to taxpayers. Staff will determine the best way to convey this rebate with a minimum of overhead. Staff will report to the Board about the progress of this work as part of the 2025 work plan. Vail seconded the motion.

Pasicznyuk would like to look at practice and policies including the reserve fund in early 2025 so that items are reviewed every October instead of later in the budget process.

UPCOMING BOARD MEETINGS

- **Board Study Session:** December 4, 2024, Philip & Jerry Miller Library at Castle Rock, 4:00 p.m.
- **Board Business Meeting:** December 4, 2024, Philip & Jerry Miller Library at Castle Rock, 5:30 p.m. (Dinner at 5:00 p.m.)
- **Board Executive Committee:** December 12, 2024, Castle Pines Library, 8:00 a.m.

ADJOURN

Nolan adjourned the meeting at 6:13 p.m.

Respectfully submitted,
Suzanne Burkholder, Board Secretary
Minutes prepared by Patti Owen-DeLay
Approved MOTION: 24-12-01 Date 12/04/24