

## **DOUGLAS COUNTY LIBRARIES BOARD BUSINESS MEETING**

Wednesday, May 27, 2026, 5:30 p.m., Lone Tree Library, Lone Tree, CO

### **Call meeting to Order**

### **Attendance**

### **Guests**

### **Public Comment**

### **Consent Agenda Recommendation(s) Memo [page 3](#)**

- Minutes 04/29/26 Business Meeting [page 4](#)
- Budgeted Capital Expenditure
  - Building Envelope Maintenance [page 8](#)

### **Presentation:**

- Investment Update - Chris Blackwood, Chandler Assets

### **Library Business**

*Do any board members have a conflict of interest to disclose regarding any of the matters below? If so, please recuse yourself, and return to the meeting after the discussion has ended.*

### **Action & Discussion Item(s)**

- Unbudgeted Capital Expenditure – Fire Alarm Panel [page10](#)
- Executive Session – Director’s Mid-Year Review - See below

### **Executive Library Director Update**

- Written Report [page 11](#) including:
  - Sterling Ranch Update
  - Quarterly Key Performance Indicators [page 17](#)
  - Quarterly Financials [page 20](#)

### **Partner Reports**

- Douglas County Youth Initiative
- Partnership of Douglas County Governments
- Douglas County Libraries Foundation
  - Foundation Annual Report to the Library Board
    - Annual Report [page 30](#)
    - Annual 990 and DCLF Policies

### **Executive Session – Executive Director’s Mid-Year Review**

Pursuant to Colorado Revised Statute Section 24-6-402(4)(f) for the purpose of discussing personnel matters related to the Executive Library Director’s mid-year review.

### **Trustee Comments and Questions**

## Upcoming Board Meetings

- June 15, 2026, Executive Committee Meeting, Castle Pines Library, Castle Pines, 8:00 a.m.  
Please Note: on Monday, not Thursday
- June 24, 2026, Lone Tree Library, Lone Tree, Colorado
  - Board Study Session, 4:00 p.m. (Dinner at 5:00 p.m.)
  - Board Business Meeting, 5:30 p.m.
- **Save the Date:** July 29, 2026, Board Informal Breakfast Meeting at Louviers Village Club Library, 8:00 a.m. - 9:30 a.m.

## Adjourn

**MEMO**

**To:** Douglas County Libraries Board of Trustees

**Date:** May 2026

**From:** Patti Owen-DeLay

**Subject:** Consent Agenda

**Issue:** Review and approve Consent Agenda item(s).

**Discussion:**

The Consent Agenda follows the process outlined below:

- Items will be added as norm or appropriate for the Consent Agenda
- Consent Agenda items are not discussed.
- It takes a motion and unanimous vote to add items to the Consent Agenda
- Any one board member can request to pull consent items for discussion, that item will be moved for discussion and action under Library Business
- Motion recommendation will be accepted as proposed; if an amended motion is needed, the item will be pulled from the Consent Agenda to accomplish this.
- To pull an item from the Consent Agenda, tell the meeting chair that you would like to pull \_\_\_, stating the item number.
- Item(s) moved will be handled first as under Library Business unless the Board takes a motion to do something different with the item.

Consent Agenda Items for this meeting are:

1. Minutes 04/29/2026 Business Annual Meeting
2. Budgeted Capital Expenditures
  - a. Building Envelope Repairs (CAP, HI, LT, PA)

**Recommendation:** Move to approve the Consent Agenda items as presented (or as amended if an item or items were pulled).

The motion in the board meeting minutes will name all items approved as part of the Consent Agenda.

**DOUGLAS COUNTY LIBRARIES**  
**Board of Trustees Business Meeting**  
**April 29, 2026**  
**Lone Tree Library, Lone Tree, CO**

President Nolan called the business meeting to order at 5:30 p.m.

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

The following were present:

**TRUSTEES:** Pam Hampton, John Kennedy, Terry Nolan, Zach McKinney, Taylor Watson, Amy Windju, and Ted Vail

**STAFF:** Bob Pasicznyuk, Casie Cook, Jill Corrente, Michael Hale, Robb Luinstra, Patti Owen-DeLay, Jesse Politi, and Amber Thompson

**GUESTS:** Matthew Miller, McMahan CPA

**PUBLIC:** Pam Schrader, Kathy Dannemiller, Nancy Student, Kristin Hayek

**PUBLIC COMMENTS:**

**Pam Schrader** - Douglas County resident. A little concerned with fire danger in Douglas County. Schrader encourages Douglas County Libraries to contact Douglas County Fire Mitigation about their program.

**ADD TO AGENDA**

Windju was unclear that there was an annual report to the Board of County Commissioners. Nolan shared that this will be discussed under the Executive Director's report and can be discussed then.

**CONSENT AGENDA**

1. Minutes March 25, 2026, Business Meeting

**MOTION 26-04-01:** Hampton moved and the motion carried unanimously to approve March 25, 2026, minutes. McKinney seconded the motion.

**PRESENTATION:**

- Annual Audit Report, Matthew Miller, McMahan CPA

Cook introduced Matthew Miller, Managing Partner with McMahan CPA, the Library's new auditors.

The Library received an unmodified opinion.

Miller spent time reviewing what they did with the audit around internal controls, against accounting standards, and ensuring internal policies are followed. Then the auditors looked at risk assessments by analyzing transactions, bank

statements versus accounting records, payroll records, any debt, and the annual report.

Highlights:

- Received an unmodified opinion
- General fund – healthy reserves
- Footnotes – serve two purposes: explains your policies, and gives details on what you actually have
- Budget to actuals were under budget
- Revenues are up over a five-year period, and expenditures are up, but not at the same level of revenue increase

## LIBRARY BUSINESS

No one declared a conflict of interest on any of the action matters below.

### Action Items

- **LED Light Replacements**

Pasicznyuk shared that typically this item would be under consent, but the bids came in over budget.

**MOTION 26-04-02:** Vail moved and the motion carried unanimously to approve the capital expenditure of \$597,652 to retrofit fluorescent lighting with high-efficiency LED fixtures at the Highlands Ranch, Castle Pines, and Lone Tree libraries to comply with Colorado HB23-1161 (Clean Lighting Act). Watson seconded the motion.

- **Strategic Planning Follow-up from Annual Retreat**

Vail reported on phases of the task force's work and that they have completed what they set out to do; now the work will come to the whole board.

Nolan shared that the board held an annual retreat to work on Strategic Planning.

**MOTION 26-04-03:** Watson moved and the motion carried unanimously to disband the Task Force, bringing all strategic planning work to the full board. McKinney seconded the motion.

- **Security Update**

To be done later in Executive Session.

### Executive Library Director Update

Pasicznyuk thanked the board for allowing the staff to gather in mass once a year for an annual staff day. This year's event concentrated on finding your why as a motivator for what you do.

Colorado Library Law requires annual reporting to the Board of County Commissioners as part of our becoming a library district. This meeting is at their invitation. Pasicznyuk reported that library materials were brought for show and tell, and work on local history, and our partnership with them, was shared along with an update on the Sterling Ranch project and the history of becoming a district. The commissioners expressed praise for the library.

There is a draft design for virtual board meetings. The board had no concerns with the virtual layout.

## **PARTNER REPORTS**

### Douglas County Youth Initiative (DCYI)

Windju reported that the meeting this month was spent picking youth award winners. These will be presented on May 7, 2026.

### Partnership of Douglas County Governments

No report.

### Douglas County Libraries Foundation

- The Foundation has just under \$3M in total funds, with just under \$1.2M in the endowment, building money and reputation for the library's future.
- The Foundation formed an ad hoc finance committee to look at investment allocations and policy for the liquid operating account, less liquid investment accounts, and the endowment account.
- The 2026 Foundation Annual Fete des Fables will celebrate the story of Snow White at the Highlands Ranch Mansion on Friday, September 25. All trustees are encouraged to attend.
- The Foundation said goodbye to former library trustee, Castle Pines Councilman, and Foundation Director Ron Cole. He was unable to renew his Foundation term.
- The Foundation welcomed Emy Koontz as a new Director.

## **EXECUTIVE SESSION – Security Details**

Pursuant to Colorado Revised Statutes Section 24-6-402(4)(d), for the purposes of discussing specialized details of security arrangements or investigations, including defenses against terrorism, both domestic and foreign, and library cybersecurity.

**MOTION 26-04-04:** Nolan moved and the motion carried unanimously to move into executive session pursuant to C.R.S. Section 24-6-402(4)(d), for the purposes of discussing specialized details of security arrangements or investigations, including defenses against terrorism, both domestic and foreign, and specifically around library cybersecurity. Watson seconded the motion.

The board moved into executive session at 6:18 p.m.

The board returned to open session at 6:34 p.m.

For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of Colorado Open Meeting Law, Nolan asked that they state their concerns for the record.

Hearing none, the meeting continued.

Nolan called for a motion.

**MOTION 26-04-05:** McKinney moved and the motion carried unanimously to affirm that we have met the requirements to maintain the current cybersecurity insurance sublimit coverage by discussing during executive session:

- The district's current exposure to Personally Identifiable Information,
- Progress made to any recommendations or findings identified in the initial NetDiligence Quiet Audit cyber assessment, and
- Next steps to be taken over the next twelve (12) months regarding the district's cybersecurity.

Watson seconded the motion.

#### **TRUSTEE COMMENTS AND QUESTIONS**

McKinney recognized that four board members contributed 100 hours each during 2025. Nolan, Vail, Windju, and retired trustee Suzanne Burkholder.

#### **UPCOMING BOARD MEETINGS**

- May 14, 2026, Executive Committee Meeting, Castle Pines Library, Castle Pines, 8:00 a.m.
- May 27, 2026, Lone Tree Library, Lone Tree
  - Board Study Session, 4:00 p.m. (Dinner at 5:00 p.m.)
  - Board Business Meeting, 5:30 p.m.
- July 29, 2026, Board Informal Breakfast Meeting at Louviers Village Club Library, 8:00 a.m.-9:30 a.m.

Windju might not be able to attend the May 27 meetings.

#### **ADJOURN**

Nolan adjourned the meeting at 6:39 p.m.

Respectfully submitted,

Ted Vail, Board Secretary  
 Minutes prepared by Patti Owen-DeLay  
 Approved

**MEMO**

**To:** Douglas County Libraries Board of Trustees

**Date:** May 27, 2026

**From:** Jill Corrente

**Subject:** Budgeted Capital Expense – District Building Envelope Repairs

**ISSUE:**

The exterior building envelopes at several DCL locations require sealant replacement and re-caulking to maintain building integrity and prevent water intrusion.

**DISCUSSION:**

As part of DCL's ongoing facilities maintenance program, the exterior building envelopes at Highlands Ranch, Castle Pines, Lone Tree, and Parker Libraries were assessed in 2025. The assessment identified deteriorated exterior sealant at each location that has reached the end of its useful life.

Exterior sealant serves as a critical barrier against water infiltration at building joints, window systems, and other exterior penetrations. Failure to replace aging sealant can result in moisture intrusion, building envelope deterioration, and more significant long-term repair costs.

Replacement of the exterior sealant was identified as planned capital maintenance and included in the approved 2026 Capital Budget. The total proposed cost for the work is \$136,400.

**FINANCIAL IMPACT:**

The total cost for the proposed building envelope repairs is \$136,400.

Funding is available within the approved 2026 Capital Budget, which includes \$304,100 allocated for building exterior sealant work at Highlands Ranch, Castle Pines, Lone Tree and Parker Libraries.

**RECOMMENDATION:**

Staff recommends that the Board approve the capital expenditure for district building envelope repairs in the amount of \$136,400, with total project authorization not to exceed \$304,100 budgeted for this capital project in the approved 2026 Capital Budget.



## DECISION MEMORANDUM

### Project Information

**Project Name:** District Building Envelope Repairs- Exterior Sealant Replacement  
**Project Stakeholder:** Jill Corrente

### Recommendation

Staff recommends award of the District Building Envelope Repairs project as follows:

- Restoration Specialists, Inc. (RSI): Highlands Ranch Library- \$74,500
- Carter Caulking: Castle Pines, Lone Tree, and Parker Libraries- \$61,900

Total Recommended Award: \$136,400

### Project Background

Douglas County Libraries identified exterior sealant replacement as required preventative maintenance at multiple library locations following a 2025 building envelope assessment.

Due to the specialized nature of the work, DCL utilized FRW Consulting, through the District’s awarded General Contractor, to assist with scope development and contractor outreach for this specialty trade.

#### **Sourcing Approach**

FRW Consulting solicited bids from six qualified sealant contractors for the defined project scope.

Three contractors submitted responsive bids. Award recommendations were based on pricing, contractor availability, and best value by location.

#### **Responding Vendors**

- Absolute Caulking & Waterproofing- No Bid
- Alpha Caulking & Waterproofing- No Bid
- Diversified Caulking- No Bid
- Carter Caulking- Bid
- Restoration Specialists, Inc. (RSI)- Bid
- NPW Contracting, Inc.- Bid

#### **Project Details:**

The selected contractors will provide all labor, materials, equipment, and supervision necessary to complete exterior sealant replacement at the identified library facilities. Separate awards are recommended to optimize pricing and contractor availability by location.

DocuSigned by:

**Stakeholder:**

*Jill Corrente* 5/11/2026  
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### Approvals

Signed by:

*Andria Miller* 5/11/2026  
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**Capital Planning and Procurement Manager:**

Signed by:

*Crystal Bustillos* 5/6/2026  
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**Budget Manager:**

**MEMO**

**To:** Douglas County Libraries Board of Trustees

**Date:** May 28, 2026

**From:** Jill Corrente

**Subject:** 2026 Capital Expense Approval – Highlands Ranch Fire Panel Replacement

**ISSUE:**

The fire alarm panel at Highlands Ranch Library is 25 years old and nearing failure. Replacement of the panel is necessary to maintain safe and reliable operation of the building's fire alarm system.

**DISCUSSION:**

The existing fire alarm panel at Highlands Ranch has reached end of life and requires replacement to maintain compliance with current fire and life safety requirements. This project is considered a high priority facility and safety need. Replacement planning began in 2025, and funding was included in the 2025 Capital Budget as part of planned facility improvements. Johnson Controls, Inc. (JCI), the authorized representative and service provider for Simplex fire alarm systems, was selected for the project as Simplex panels are standardized across DCL facilities.

During project coordination, the work was delayed into 2026 due to equipment lead times and vendor scheduling availability. As project timelines shifted, additional integration and permitting requirements associated with the Highlands Ranch elevator modernization project were identified by South Metro Fire Rescue. These requirements included coordination between the elevator and fire alarm system due to updated code requirements for elevator shaft sensors.

While a portion of the project costs were incurred in 2025, the remaining work and associated costs will occur in 2026. Updated project pricing and revised integration requirements increased the remaining project cost above the Board approval threshold. Because the project was originally anticipated to be substantially completed in 2025, the remaining 2026 costs were not included in the adopted 2026 Capital Budget.

The remaining costs will be offset through reallocations within the existing Facilities budget, including savings from projects completed under budget.

**FINANCIAL IMPACT:**

The total project cost is \$57,608.79. Of that amount, \$4,306 was paid in 2025, leaving a remaining balance of \$53,302 to be paid in 2026.

**RECOMMENDATION:**

We recommend that the Board approve the \$53,302 capital expense for completion of the Highlands Ranch Library fire alarm panel replacement project.

**MEMO****To:** Douglas County Libraries Board of Trustees**Date:** May 27, 2026**From:** Bob Pasicznyuk**Subject:** Executive Library Director's Report**UPDATE REPORT:**

Legislative Update: The General Assembly has adjourned the 2026 legislative session with no consequences to report affecting libraries.

Sterling Ranch Library Update: The library and its contractors are working on permits and approvals - optimistic about summer groundbreaking.

For the past decade, Douglas County Libraries has replaced and upgraded its facilities. Citizens value their libraries. New or renovated libraries are well received but not greeted with universal acclaim. For some, replacing one building with another (often across real or perceived boundaries) is a sense of loss. It's common in library projects to work through criticism and advocacy to keep existing facilities. That's why many library systems have multiple facilities they struggle to operate, often within a short distance from one another. Here is a summary of Board evaluation and action around library service in Northwest Douglas County.

- 1) The library has worked for over a decade to replace aging, infirm, and smaller facilities with new facilities that answer contemporary demand. The library has been communicated its work and achieved discipline through a *Facilities Master Plan*. The plan includes specifications and goals for our library facilities – size, amenities, brand, purpose.
- 2) Background: The library opened a rental facility over two decades ago. The library chose the location then since it was the only commercially available rental in the area. The current library is about 5,000 square feet (a third the size of our existing branches with the exception of our smaller rental at Louviers.
- 3) To upgrade library access in Northwest Douglas County, the library studied plans to enlarge the Roxborough rental and held extensive discussions with the Roxborough HOA around a joint venture. The HOA proposed a partnership between the library and a new recreation center. The center didn't gain approval, leading the library to look for other opportunities.

- 4) In the past several years and following the construction of Castle Rock's new library in 2023, the library set priorities for coming facilities projects and upgrades: The Board chose Northwest Douglas County as its highest priority followed by answering growth in Lone Tree and Castle Pines.
- 5) In 2025, the Board authorized resources and action to build a new Northwest Library at the January meeting. The Board evaluated two proposed sites – one in Roxborough and the other in Sterling Ranch. The Board heard both public comment and site evaluations, choosing the Sterling Ranch site in a subsequent meeting.

Remaining Action: The Board only authorized the lease for the current Roxborough library through the end of 2027. Consolidation and closure of libraries is a matter of the Board. The Board has traditionally waited for project timelines to solidify before acting. The project timeline toward the new Sterling Ranch library will become reliable following groundbreaking – around August of this year.

**Partnership Update:** For several years, the library has worked with the Douglas County School District to support their summer lunch program. Two libraries are host sites for the program – The Phillip and Jerry Miller Library in Castle Rock and the Castle Pines Library. The school district is distributing lunches to those in need there from early June through July.

### **Service Spotlight 2: The Customer Experience Division**

Six of our libraries are open 7 days each week, 70 hours during that week for a total of 431 hours. Our Louviers location is the anomaly open 11 hours, 2 days each week. The Customer Experience and Community Engagement Divisions are our forward-facing teams and our largest talent investment. When a customer visits our libraries or connects with us virtually for support, they are likely working with the talented staff of the Customer Experience Division. In addition to site supervisors and product line managers, this is the make-up of the Customer Experience Division sorted by headcount.

- Customer experience associates
- Materials Handlers
- Librarians
- Early literacy specialists

The division includes 137 part-time staff and 63 full-time staff. Beyond customer support and overall facility management, the Division plans and provides these specific services.

- Youth and families:
  - Bark for Books

- Battle of the Books
- Book clubs
- EPIC Reads book lists
- Playscapes
- Reading Buddies
- Resources on Request
- Storytime
- Teen Library Connection
- Tours
- Seniors and all ages:
  - Brain Health Fitness
  - Book clubs
  - Coffee Chat
  - Play and Connect
  - Reader's advisory
  - Retirement community services (book chats, readers advisory, etc.)
  - Tech Tutoring
  - Test Proctoring

## BOARD TALKING POINTS:

**Non Traditional:** Did you know library customers can discover a new interest or passion by borrowing nontraditional items? As of January 2026, our growing collection includes: virtual reality headsets, gaming systems, metal/radon/thermal leak detectors, sewing machines, microscopes, telescopes, projectors, GoPro and other cameras, Spirographs, looms, wireless hotspots, circuit cutting machines, digital drum sets, binoculars, scanners and digitizers, ukuleles, Karaoke machines, coding toys, ring lights, microphones, and more.

- New items just put into circulation: Pickleball sets, Cardboard cutters, Thermal imaging cameras, Blipblox myTracks sound machines

## 2025 Circulation Statistics:

- Circulation increased last year, to 5.9 million items (a 4% increase over 2024). We circulated 3,737,857 physical items, and 2,204,729 digital materials.
- The top-circulating genre in Libby is romance.
- Customers picked up 590,772 holds, 3.4% more than in 2024.
- And the collection with the highest turnover was nontraditional items, including virtual reality headsets, Nintendo Switches, and hotspots.

**Dolly Wednesdays: Hosting “Where’s Dolly Wednesday?” every Wednesday this month.** These events bring DCL and Dolly Parton’s Imagination Library into our small-business community to support both mutual marketing and Imagination Library outreach efforts. This pilot promotion aims to support small businesses in Douglas County while helping DCL continue to grow Dolly Parton’s Imagination Library registrations and

engagement. Small businesses can work with our team to schedule a visit from a DCL storyteller and our life-size Dolly Parton cutout for a special Storytime experience at their business. See [DCL.org/imagination-library](https://DCL.org/imagination-library) for host partner details.

## **DISTRICT UPDATES:**

### **Community Engagement**

#### **Working on:**

- The new playscape at Castle Pines. We are entering into the color and detailed design phase. The concept and rough designs are complete, and we are beginning to look for corporate sponsors. The new scape replaces a well-used and loved post office themed play area with a cafe atmosphere for young customers to imagine and interact with.
- Page to Stage – we’re starting the second half of the tour in May. To date, we reached over 4900 students, and the month of May is even busier.
- Began configuration and testing for Communico Challenge, which, if it meets or exceeds our requirements, may replace our reliance on Beanstack. It may also improve the DCL user experience by offering more intuitive navigation, promoting, and linking to individual or consolidated challenges, and allowing users to log in with their library card.
- Summer Reading! Pre-registration started on May 1. Summer Reading: Howdy, Partner – Let’s Read officially begins on Saturday, June 6, with kick-off events at 10 am DCL locations! Please visit [DCL.org/summer-reading](https://DCL.org/summer-reading) for details.

#### **Completed:**

- Marketing refined and coordinated web, email, and social content for the Foundation’s Where’s Dolly Wednesday’s pilot promotion and sponsor fulfillment, amplifying visibility of and community engagement with DCL/DPIL and strengthening small-business connections.
- The first event brought to you by the Aloha Fund was a success with around 200 guests. Reader’s Theater was held on Saturday, May 2 on the Aloha Plaza East, and featured a wonderful performance of Ferdinand and a visit from Denver Zoo and some reptilian friends.
- National Volunteer Week celebrations, which included the distribution of annual gifts and 57 outstanding volunteer awards for 2025 service.

- DCL for Business presented customized demographic and psychographic data to the Town of Parker communications/marketing/outreach team. DCL for Business was invited by Emily Hogan, Deputy Town Manager, to provide this data in order to give the marketing team more detailed information about Parker community members. Emily sent this note: "Thank you so much for meeting with us! Your insights on audience segmentation and current trends were incredibly valuable and sparked a number of thoughtful discussions among our group. We're excited to see what we can do with what we learned from your talented team!"
- DCL celebrated 13 graduates who obtained their GED or online High School credentials with a graduation ceremony at the Parker Library.

## **Customer Experience**

### **Working on:**

- Working on a plan to refresh Environmental CARE, our customer service model, to take advantage of learnings and evolve with customer needs.
- Creating a guideline document that will be shared with activity directors at Ageless communities outlining what services the library provides and what we expect from them in terms of communication and promotion.
- Preparing for summer services, including outdoor storytime, drop-in Reading Buddies, and Summer Book Roundup reader's advisory service.
- Streamlining procedure for how signs for display signage are managed.
- Courier trucks will be wrapped soon with summer reading graphics! Look for them around town in the coming weeks.

### **Completed:**

- April Storytime Attendance: 15,235
- Wrapping up peer coaching/cross-training in branches to support Environmental CARE service model.
- Partnered with Community Engagement to design and source decorations for certain Forest of Stories trees.
- Communicated digest of Q1 procedure changes to all staff. Included Code Adam training and new incident reporting system.
- Partnered with Finance team to update certain forms and procedures involving money handling in branches.

## Finance

### Working on:

- Onboarding new Senior Accountant
- Budget Development Preparation
- Sterling Ranch Project Tracking

### Completed:

- Hired Senior Accountant
- Updated Finance Service Level Agreement

## Infrastructure Services:

### Working on:

#### *Vibrant Collections:*

- Selecting 2026/2027 Battle of the Books

#### *Welcoming Facilities:*

- Working with the vendor to order materials for the Castle Pines carpet replacement project
- Working with the vendor to order materials for the LED lighting retrofit project

#### *Engaged Employees:*

- Launching May Mental Health Awareness Month campaign

#### *Secure and Stable Infrastructure:*

- Deploying a staff survey to gather feedback for the ILS selection project
- Collaborating with the vendor to develop a tabletop exercise for the Crisis Management Team
- Working with vendors and South Metro Fire District on permitting for the Highlands Ranch public elevator

### Completed:

#### *Engaged Employees:*

- Midcycle reviews and compensation adjustments
- Clifton Strengths rollout for the IS Division

*Secure and Stable Infrastructure:*

- Emergency Procedure Manual updates
- Launch of new incident reporting system
- Annual Fire System and backflow inspections

**QUARTERLY KPI REPORT****Q1 2026 KPI**

**NPS:** How DCL users feel about our brand and services

87.85 Quarter score **January - March 2026**

90 Quarter score **January - March 2025**

**Use**

Market Penetration: The percentage of Douglas County households with an active library card

59.84% **March 2026**

85.94% **March 2025**

## Door Count

368,829 **January - March 2026**

341,028 **January - March 2025**

368,829 Total 2026 **January - March**

1,403,268 Total 2025

## Website Visits

436,640 **January - March 2026**

451,485 **January - March 2025**

436,640 Total 2026 **January - March**

1,756,471 Total 2025

**Community Engagement**

Resource Donors: Total number of unique volunteers and donors

916 **January - March 2026**

923 **January - March 2025**

Partnerships: Total number of organizations with whom DCL has a working relationship/partnership

138 **January - March 2026**

180 Total 2025

Indirect Outreach/Impressions: Total number of times someone has a chance of seeing the DCL brand

660,350,293 **January - March 2026**

663,190,246 **January - March 2025**

660,350,293 Total 2026 **January - March**

832,541,421 Total 2025

Direct Outreach: Total number of people DCL staff talked with about the library and our services outside of our library locations

14,784 **January - March 2026**

13,488 **January - March 2025**

14,784 Total 2026 **January - March**

61,269 Total 2025

## Notes

This quarter's market penetration metric was factored with address verification software in contrast with the 2025 Q1 figure which did not utilize that technology. The March 2026 metric is more accurate than the 2025 figure.

This quarter's dip in NPS is due to a larger than usual number of passive scores (9.38% of total responses) which neither increase nor decrease the score.

Similar to Q1 2025, the wide reach of KOA media for the C.J. Box author event elevated the press impressions for the quarter.

## Q1 2026 HR KPI Report

### Turnover

**Summary:** Turnover rate is calculated by the number of terminations in a selected period divided by the average number of employees in a selected period. Annualized turnover rate is calculated as turnover rate \* (12 months/# months in period).

**Period:** January 2026 – March 2026

**DCL Turnover Rate:** 4.0%    **DCL Annualized Turnover Rate:** 16.1%

**Benchmarks:** Paylocity provides the benchmarks below in their data insights for the organization. The benchmarks below are calculated by taking the average turnover rate across Paylocity customers with the same sector and subsector code as classified under North American Industry Classification System (NAICS) : [519120 - Libraries and Archives](#). As of April 1, 2026, the Paylocity's benchmark population includes 181 companies in our Subsector and 1,342 companies in our Sector across North America.

**Sector Benchmark:** 8.3%

(NAICS) 51 – Information

**Subsector Benchmark:** 5.1%

(NAICS) 519 – Web Search Portals, Libraries, Archives, and Other Information Services

**What does this tell us?** DCL's turnover rate remains below Sector and Subsector benchmarks. Despite high turnover being a nationwide challenge, we continue to outperform the industry average.

**MEMO**

**To:** Douglas County Libraries Board of Trustees

**Date:** May 27, 2026

**From:** Casie Cook, Director of Finance

**Subject:** Financial Statement Review for the three months ending March 31, 2026

**Balance Sheet**

As of March 31, 2026, the Library has \$13.858 million of cash and liquid investments. The Library is holding \$.821 million, or \$821 thousand in cash for accounts payable purposes. The Library is holding \$30.763 million in liquid funds in our investment account managed by Chandler Asset Management.

At March 31, 2026, the Library recorded interest income of \$.361 million, or, \$361 thousand, which exceeds the budget by 88%.

At March 31, 2026, the Library recorded a receivable and related deferred revenue of \$23.413 million for property taxes. We expect the Library to collect in excess of 99% of property taxes budgeted for 2026.

Funds available for future capital improvements total \$15.251 million at March 31, 2026, as reported on the unassigned fund balance line of the balance sheet.

**Performance vs Budget**

Overall, the Library has realized a \$4.880 million favorable variance to budget for the three months ending March 31, 2026. The Library did process the tax rebate of 5 million within the first quarter of this year, fulfilling our commitment to the Douglas County taxpayers.

Total revenues are \$2.858 million and 25% over budget, through March 31, 2026. Specific Ownership Taxes, Interest Income, and property taxes account for the variance. We expect property tax income to align with budgeting by the end of Q2.

Operating expenditures are (\$2.022 million), or (19%), under budget through March 31, 2026. Capital Maintenance Projects account for a large portion of this variance due to timing and are expected to eventually align with budgeted amounts.

Salaries, Wages, Benefits & PERA Retirement, which account for 65% of operating expenses through March 31, 2026, are (\$.621 million, or, \$621 thousand), and (10%) under budget, through March 31, 2026.

All other operating expenditures were (\$2.03 million), and (32%) below budget, through March 31, 2026, primarily due to seasonality differences between budgeted vs actual expenditures.

**Capital Expenditures**

Actual spending for Capital Maintenance items for the three months ending March 31, 2026, is \$.196 million, or \$196 thousand, vs. an annual budget of \$2.049 million. The remaining funds are expected to be expended through the course of the year.

Actual spending for Capital Improvement items for the three months ending March 31, 2026, is \$.410 million, or, \$410 thousand, vs. an annual budget of \$12.109 million. The Sterling Ranch project accounts for 11.459 million of budgeted dollars.

**2026 Forecast**

Based on the Library's 2026 performance through March 31, 2026, and assuming the Library performs according to its remaining budget through December 2026, the Library is projecting a fund balance of \$26.587 million at December 31, 2026.



**Quarterly Report of Cash and Investments**  
**March 2026**

<u>Institution</u>	<u>% of Total</u>	<u>Value</u>	<u>Maturity Date</u>	<u>Interest YTD</u>	<u>Current Rate</u>
<b>Cash and Investments</b>					
Colotrust *	29.27%	\$ 13,060,726	N/A	\$ 102,361	3.76%
Chandler Asset Management	68.94%	\$ 30,763,189	N/A	\$ 257,660	3.63%
SouthState Bank	0.46%	\$ 205,257	N/A	\$ 9	0.01%
Wells Fargo Bank	1.32%	\$ 589,299	N/A	\$ -	0.00%
CSIP Liquid*	0.00%	\$ -	N/A	\$ 42	0.00%
Cash in Use	0.01%	\$ 2,279	N/A	-	
<b>Total Cash and Investments</b>	<b>100.00%</b>	<b><u>44,620,751</u></b>		<b><u>360,072</u></b>	
Property tax interest		-		\$ 668	
<b>Total Cash and Investments</b>		<b><u>\$ 44,620,751</u></b>		<b><u>\$ 360,740</u></b>	

**NOTES:**

\* Variable rate account.



## BALANCE SHEET

	<u>December 31, 2025</u>	<u>March 31, 2026</u>
	Audited	Unaudited
<b>ASSETS</b>		
Cash	\$ 18,109,523	\$ 13,857,561
Property Taxes Receivable	36,859,587	23,413,224
Prepaid Expenses And Deposits	749,259	692,199
Receivable DCL Foundation	216,747	208,487
Accounts Receivable	1,354	1,226
Investments	21,689,106	30,763,190
Total Assets	<u>\$ 77,625,576</u>	<u>\$ 68,935,887</u>
<b>LIABILITIES &amp; FUND BALANCE</b>		
<b>LIABILITIES</b>		
Accounts Payable	935,635	820,870
Accrued Salaries And Benefits	576,058	148,980
Deferred Property Taxes	\$ 36,593,985	\$ 23,413,225
Other Accrued Liabilities	61,632	9,903
Total Liabilities	<u>\$ 38,167,310</u>	<u>\$ 24,392,978</u>
<b>FUND BALANCE</b>		
Nonspendable Fund Balance	\$ 749,259	\$ 692,198
Restricted Fund Balance	1,419,274	1,419,274
Assigned Fund Balance	4,700,000	4,700,000
Unassigned Fund Balance	10,884,599	15,250,647
Committed Fund Balance	17,396,147	17,396,147
Revenues Over (Under) Total Expenditures	4,308,987	5,084,643
Total Fund Balance	<u>\$ 39,458,266</u>	<u>\$ 44,542,909</u>
Total Liabilities & Fund Balance	<u>\$ 77,625,576</u>	<u>\$ 68,935,887</u>



**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE**  
**As of March 31, 2026**  
**(Unaudited)**

	Month Ending March 31, 2026		Year To Date March 31, 2026			Annual Budget 2026	
	Actual	Actual	Budget	Variance	% Budget	Budget	Remain %
<b>Revenue</b>							
Property taxes	\$ 12,638,696	\$ 13,060,250	\$ 10,637,026	\$ 2,423,223	22.78 %	\$ 36,593,985	64.31 %
Specific Ownership Taxes	203,267	435,003	270,478	164,527	60.82 %	1,631,347	73.33 %
Contributions/Grants	0	0	44,991	(44,991)	(100.00) %	408,120	100.00 %
Charges for services	59,970	257,444	111,255	146,189	131.39 %	402,953	36.11 %
Interest Income	134,254	360,740	192,053	168,686	87.83 %	1,395,739	74.15 %
<b>Total Revenue</b>	<b>13,036,187</b>	<b>14,113,437</b>	<b>11,255,803</b>	<b>2,857,634</b>	<b>25.38 %</b>	<b>40,432,144</b>	<b>65.09 %</b>
<b>Operating Expenditures</b>							
Salaries & Wages	2,017,962	4,294,500	4,815,470	(520,970)	(10.81) %	18,174,034	76.37 %
Benefits	164,157	460,126	450,373	9,752	2.16 %	1,801,493	74.46 %
PERA Pension	317,619	661,960	771,505	(109,545)	(14.19) %	2,871,497	76.95 %
Library Content	410,922	1,085,973	1,162,698	(76,725)	(6.59) %	4,753,185	77.15 %
Facilities	231,716	609,304	637,401	(28,097)	(4.40) %	2,753,462	77.87 %
Technology, Equipment & 3rd-Party Services	162,041	503,501	697,890	(194,388)	(27.85) %	1,937,064	74.01 %
Library Programs & Outreach	96,895	295,434	427,213	(131,779)	(30.84) %	1,733,582	82.96 %
District-Wide Support Costs	80,502	275,970	627,614	(351,644)	(56.02) %	1,823,742	84.87 %
Capital Maintenance Projects	12,624	195,917	820,892	(624,975)	(76.13) %	2,048,593	90.44 %
<b>Total Operating Expenditures</b>	<b>3,494,438</b>	<b>8,382,685</b>	<b>10,411,056</b>	<b>(2,028,371)</b>	<b>(19.48) %</b>	<b>37,896,652</b>	<b>77.88 %</b>
Debt Service	3,908	40,867	24,018	16,849	70.15 %	2,116,699	98.07 %
County Treasurer's Fees	189,597	195,922	206,500	(10,578)	(5.12) %	548,910	64.31 %
<b>Total Operating, Interest &amp; Fee Expenditures</b>	<b>3,687,943</b>	<b>8,619,474</b>	<b>10,641,574</b>	<b>(2,022,100)</b>	<b>(19.00) %</b>	<b>40,562,261</b>	<b>78.75 %</b>
<b>Total Revenues Over (Under) Operating Expenditures</b>	<b>9,348,244</b>	<b>5,493,963</b>	<b>614,229</b>	<b>4,879,735</b>	<b>794.44 %</b>	<b>(130,117)</b>	<b>4,322.32 %</b>
<b>Non-Operating Revenues (Expenditures)</b>							
Asset Sale	0	300	0	300	100.00 %	0	0.00 %
Capital Improvement Projects	(182,958)	(409,620)	(1,781,037)	1,371,417	(77.00) %	(12,518,366)	96.73 %
<b>Total Non-Operating Revenues (Expenditures)</b>	<b>(182,958)</b>	<b>(409,320)</b>	<b>(1,781,037)</b>	<b>1,371,717</b>	<b>(77.01) %</b>	<b>(12,518,366)</b>	<b>96.73 %</b>
<b>Total Revenues Over (Under) Total Expenditures</b>	<b>9,165,286</b>	<b>5,084,643</b>	<b>(1,166,808)</b>	<b>6,251,452</b>	<b>(535.77) %</b>	<b>(12,648,483)</b>	<b>140.20 %</b>
Beginning Fund Balance	35,377,623	39,458,266				39,235,722	
Ending Fund Balance	\$ 44,542,909	\$ 44,542,909				\$ 26,587,239	



**2026 Budget**  
**Maintenance & Improvement Projects**  
**For Projects over \$10,000 and a life greater than one year**  
**As of March 31, 2026**

	Original Budget	Spent To-Date	Remaining Budget
<b><u>Operating Expenditures: Maintenance Projects</u></b>			
[M1] District IT: B100	\$ 433,210	\$ 156,842	\$ 276,368
District-Wide: B100	408,300	30,721	377,579
[M1] Castle Pines: B200	212,800	6,886	205,914
Castle Rock: B700	4,200	-	4,200
[M1] Highlands Ranch: B300	120,783	1,468	119,315
[M1] Lone Tree: B400	364,200	-	364,200
[M1] Parker: B600	119,100	-	119,100
Roxborough: B800	6,000	-	6,000
Unallocated	380,000	-	380,000
<b>Total Maintenance Projects</b>	<b>\$ 2,048,593</b>	<b>\$ 195,917</b>	<b>\$ 1,852,676</b>
<b><u>Notes</u></b>			
[M1] Requires Board motion to approve			
<b><u>Non-Operating Expenditures: Improvement Projects</u></b>			
District IT: B100	\$ 65,000	\$ -	\$ 65,000
District-Wide: B100	67,000	-	67,000
[I1] Castle Pines: B200	169,300	25,000	144,300
[I1] Castle Rock: B700	5,000	-	5,000
[I1] Highlands Ranch: B300	550,000	45,858	504,142
[I1] Lone Tree: B400	76,000	0	76,000
Parker: B600	90,850	-	90,850
[I1] Roxborough: B800	11,495,216	338,762	11,156,454
<b>Total Improvement Projects</b>	<b>\$ 12,518,366</b>	<b>\$ 409,620</b>	<b>\$ 12,108,746</b>
<b><u>Notes</u></b>			
[I1] Requires Board motion to approve			
<b>Grand Total Maintenance, Improvements, Capital Campaign</b>	<b>\$ 14,566,959</b>	<b>\$ 605,537</b>	<b>\$ 13,961,422</b>



Douglas County Libraries  
 SALARIES & WAGES, BENEFITS AND PERA RETIREMENT  
 (Unaudited)

	Month Ending	Year to Date				Current Year	
	March 31, 2026	March 31, 2026		March 31, 2026		Annual Budget	
	Actual	Actual	Budget	Variance	% Budget	Budget	Remain %
<b>Salaries &amp; Wages</b>							
<b>Community Engagement</b>							
Community Services & Partnerships	62,213	130,211	144,925	(14,714)	(10) %	539,803	73 %
Events & Hospitality	64,536	135,315	164,120	(28,805)	(18) %	611,055	73 %
Marketing & Communications	62,118	130,013	144,241	(14,228)	(10) %	535,753	73 %
Special Events	78,156	163,146	202,050	(38,904)	(19) %	754,992	73 %
Visual Design, Arts, & Archives	47,835	100,895	111,411	(10,516)	(9) %	413,812	73 %
Volunteer Services	42,488	88,886	99,058	(10,173)	(10) %	367,932	73 %
<b>Total Community Engagement</b>	<b>357,346</b>	<b>748,466</b>	<b>865,805</b>	<b>(117,340)</b>	<b>(14) %</b>	<b>3,223,347</b>	<b>73 %</b>
<b>Customer Experience</b>							
Branch Operations	14,455	30,252	33,657	(3,404)	(10) %	125,012	73 %
Branch Services	187,052	386,269	484,338	(98,069)	(20) %	1,811,383	73 %
Library Experience	274,652	573,882	652,439	(78,557)	(12) %	2,414,517	73 %
Materials Handling	241,818	501,407	605,981	(104,574)	(17) %	2,252,937	73 %
Youth & Family Services	311,848	651,913	708,674	(56,761)	(8) %	2,635,625	73 %
<b>Total Customer Experience</b>	<b>1,029,825</b>	<b>2,143,723</b>	<b>2,485,089</b>	<b>(341,365)</b>	<b>(14) %</b>	<b>9,239,474</b>	<b>73 %</b>
<b>Executive</b>							
Directors	131,470	273,792	297,125	(23,333)	(8) %	1,103,609	73 %
<b>Total Executive</b>	<b>131,470</b>	<b>273,792</b>	<b>297,125</b>	<b>(23,333)</b>	<b>(8) %</b>	<b>1,103,609</b>	<b>73 %</b>
<b>Finance</b>							
Accounting Operations	52,228	113,947	123,662	(9,715)	(8) %	459,317	73 %
Budgeting	11,874	24,853	27,707	(2,854)	(10) %	102,910	73 %
Procurement	11,451	24,860	28,626	(3,767)	(13) %	108,759	74 %
<b>Total Finance</b>	<b>75,553</b>	<b>163,660</b>	<b>179,995</b>	<b>(16,336)</b>	<b>(9) %</b>	<b>670,986</b>	<b>73 %</b>
<b>Infrastructure Services</b>							
Collection Services	155,542	325,676	374,763	(49,086)	(13) %	1,392,227	73 %
Facilities	58,608	117,588	134,861	(17,273)	(13) %	502,976	73 %
Human Resources	76,818	160,812	179,242	(18,429)	(10) %	668,420	73 %
Information Technology	88,390	184,756	205,648	(20,893)	(10) %	764,549	73 %
Infrastructure Services Operations	11,018	23,061	24,500	(1,438)	(6) %	91,000	73 %
Safety & Security	10,421	21,812	28,271	(6,460)	(23) %	105,008	73 %
<b>Total Infrastructure Services</b>	<b>400,797</b>	<b>833,705</b>	<b>947,285</b>	<b>(113,579)</b>	<b>(12) %</b>	<b>3,524,180</b>	<b>73 %</b>
<b>Total Salaries &amp; Wages</b>	<b>1,994,991</b>	<b>4,163,346</b>	<b>4,775,299</b>	<b>(611,953)</b>	<b>(13) %</b>	<b>17,761,596</b>	<b>73 %</b>



Douglas County Libraries  
 SALARIES & WAGES, BENEFITS AND PERA RETIREMENT  
 (Unaudited)

	Month Ending	Year to Date				Current Year	
	March 31, 2026	March 31, 2026		March 31, 2026		Annual Budget	
	Actual	Actual	Budget	Variance	% Budget	Budget	Remain %
<b>Other Earnings</b>							
Bonus Pool	1,250	87,500	0	87,500	100 %	251,754	100 %
Other Earning Types	21,720	43,654	40,171	3,483	9 %	160,684	75 %
<b>Total Other Earnings</b>	<b>22,970</b>	<b>131,154</b>	<b>40,171</b>	<b>90,983</b>	<b>226 %</b>	<b>412,438</b>	<b>90 %</b>
<b>Benefits</b>							
Unemployment Insurance	3,468	8,218	12,500	(4,282)	(34) %	50,000	75 %
Worker's Compensation	2,917	8,751	8,750	1	0 %	35,000	75 %
Health Insurance	127,336	380,543	357,117	23,426	7 %	1,428,470	75 %
Life Insurance	1,275	1,868	2,050	(183)	(9) %	8,200	75 %
Medicare	27,766	58,793	65,881	(7,087)	(11) %	263,523	75 %
Employee Assistance Program	1,395	1,395	1,463	(68)	(5) %	5,850	75 %
Worker's Compensation Deductible	0	558	2,612	(2,055)	(79) %	10,450	75 %
<b>Total Benefits</b>	<b>164,157</b>	<b>460,126</b>	<b>450,373</b>	<b>9,752</b>	<b>2 %</b>	<b>1,801,493</b>	<b>75 %</b>
<b>PERA Pension</b>							
PERA Retirement-Pension	317,619	661,960	771,505	(109,545)	(14) %	2,871,497	73 %
<b>Total PERA Pension</b>	<b>317,619</b>	<b>661,960</b>	<b>771,505</b>	<b>(109,545)</b>	<b>(14) %</b>	<b>2,871,497</b>	<b>73 %</b>
<b>Total Douglas County Libraries</b>	<b>2,499,737</b>	<b>5,416,586</b>	<b>6,037,349</b>	<b>(620,763)</b>	<b>(10) %</b>	<b>22,847,024</b>	<b>74 %</b>
<b>Other Earning Types</b>							
<b>Other Earnings</b>							
Call Back (CALBK)	705	1,098	0	1,098	100 %	0	0 %
On Call (ONCAL)	1,223	2,826	0	2,826	100 %	0	0 %
PTO Pay Out (PTOPO)	19,792	38,337	40,171	(1,834)	(5) %	160,684	75 %
Retro (RETRO)	0	1,393	0	1,393	100 %	0	0 %
<b>Total Other Earnings</b>	<b>21,720</b>	<b>43,654</b>	<b>40,171</b>	<b>3,483</b>	<b>9 %</b>	<b>160,684</b>	<b>75 %</b>
<b>Total Other Earning Types</b>	<b>21,720</b>	<b>43,654</b>	<b>40,171</b>	<b>3,483</b>	<b>9 %</b>	<b>160,684</b>	<b>75 %</b>



Douglas County Libraries  
 SALARIES & WAGES, BENEFITS AND PERA RETIREMENT  
 (Unaudited)

	Month Ending	Year to Date				Current Year	
	March 31, 2026	March 31, 2026		March 31, 2026		Annual Budget	
	Actual	Actual	Budget	Variance	% Budget	Budget	Remain %
<b>Over (Under) Budget Comparison</b>							
Community Engagement	357,346	748,466	865,805	(117,340)	(14) %	3,223,347	73 %
Customer Experience	1,029,825	2,143,723	2,485,089	(341,365)	(14) %	9,239,474	73 %
Executive	131,470	273,792	297,125	(23,333)	(8) %	1,103,609	73 %
Finance	75,553	163,660	179,995	(16,336)	(9) %	670,986	73 %
Infrastructure Services	400,797	833,705	947,285	(113,579)	(12) %	3,524,180	73 %
<b>Total Salaries &amp; Wages</b>	<b>1,994,991</b>	<b>4,163,346</b>	<b>4,775,299</b>	<b>(611,953)</b>	<b>(13) %</b>	<b>17,761,596</b>	<b>73 %</b>
<b>Schedule of Benefits as % of Gross Payroll</b>							
Unemployment Insurance	0.17 %	0.20 %	0.26 %	(0.07) %	(27) %	0.28 %	7 %
Worker's Compensation	0.15 %	0.21 %	0.18 %	0.03 %	17 %	0.20 %	7 %
Health Insurance	6.38 %	9.14 %	7.48 %	1.67 %	22 %	8.04 %	7 %
Life Insurance	0.06 %	0.04 %	0.04 %	0.00 %	0 %	0.05 %	7 %
Medicare	1.39 %	1.41 %	1.38 %	0.04 %	3 %	1.48 %	7 %
Employee Assistance Program	0.07 %	0.03 %	0.03 %	0.00 %	0 %	0.03 %	7 %
Worker's Compensation Deductible	0.00 %	0.01 %	0.05 %	(0.04) %	(80) %	0.06 %	7 %
<b>Total Benefits</b>	<b>8.00 %</b>	<b>11.00 %</b>	<b>9.00 %</b>	<b>2.00 %</b>	<b>17 %</b>	<b>10.00 %</b>	<b>7 %</b>
<b>Benefits</b>	<b>8.23 %</b>	<b>11.05 %</b>	<b>9.43 %</b>	<b>1.62 %</b>	<b>17 %</b>	<b>10.14 %</b>	<b>7 %</b>



**Comparison of Property & Auto Tax Revenues**  
**March 2026 YTD**

**Property Tax (net of adjustments)**

	<u>2025</u>	<u>2026</u>	<u>Variance Amount</u>	<u>% Variance</u>
January	\$0	\$0	n/a	n/a
February	1,050,183	421,554	(628,629)	(60%)
March	15,243,415	12,638,696	(2,604,719)	(17%)
April	1,929,347		n/a	n/a
May	7,928,006		n/a	n/a
June	2,207,122		n/a	n/a
July	12,384,456		n/a	n/a
August	487,989		n/a	n/a
September	164,123		n/a	n/a
October	133,320		n/a	n/a
November	62,663		n/a	n/a
December	84,246		n/a	n/a
<b>Total</b>	<b><u>\$41,674,870</u></b>	<b><u>\$13,060,250</u></b>	<b><u>(\$3,233,348)</u></b>	

**Adjustments include prior year tax collected, TIF deductions and abated taxes.**

**Auto Tax**

	<u>2025</u>	<u>2026</u>	<u>Variance Amount</u>	<u>% Variance</u>
January	\$0	\$0	n/a	n/a
February	278,388	231,736	(46,652)	(17%)
March	276,000	203,267	(72,733)	(26%)
April	269,709		n/a	n/a
May	249,165		n/a	n/a
June	265,549		n/a	n/a
July	278,025		n/a	n/a
August	280,034		n/a	n/a
September	263,736		n/a	n/a
October	279,786		n/a	n/a
November	304,589		n/a	n/a
December	520,170		n/a	n/a
<b>Total</b>	<b><u>\$3,265,151</u></b>	<b><u>\$435,003</u></b>	<b><u>(\$119,385)</u></b>	



# **YEAR IN REVIEW 2025**



Dear Friends, Supporters, and Partners,

As we reflect on 2025, the Douglas County Libraries Foundation (DCLF) is deeply grateful for all we have accomplished together. This past year marked another chapter of growth, innovation, and meaningful community connection. We surpassed our annual fundraising goals, secured larger family foundation grants, and hosted the 10th anniversary of the Fête des Fables to a sold-out crowd. None of this would have been possible without the generosity and dedication of our supporters.

2025 highlights include:

- Surpassed a million dollars in our endowment fund
- Secured new corporate sponsors and partners
- Granted 28 summer camp scholarships to young community members

As we step into 2026, we are energized by the momentum of the past year and excited for what lies ahead. We remain committed to growing our endowment and advancing our mission—delivering funding and resources to support Douglas County Libraries and positively impact community and literacy efforts.

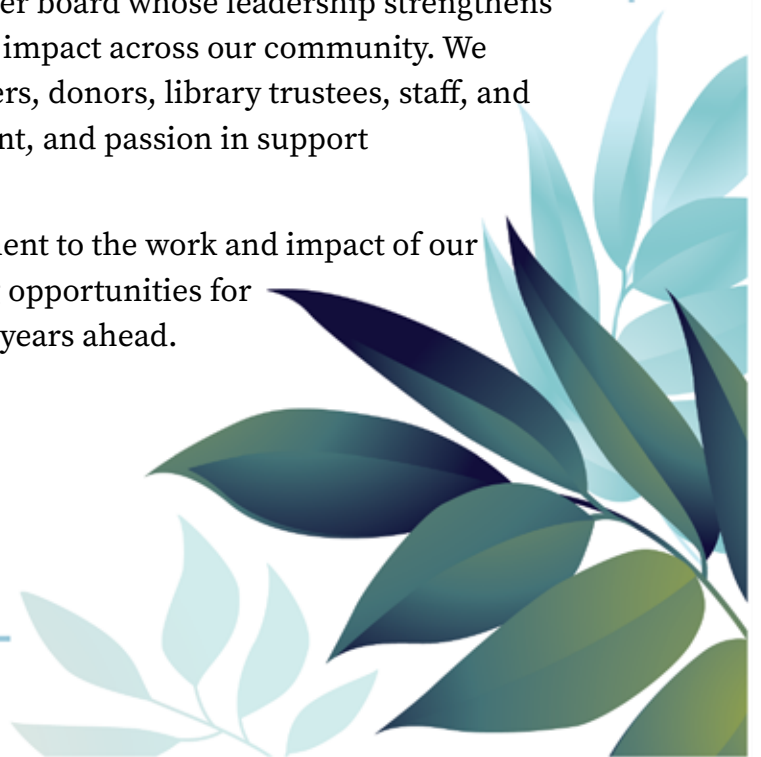
DCLF will continue to support impactful library events and services, including providing books to local children's hospitals and offering scholarships that help community members attend Camp DCL, support teens with college tuition, and participate in other library programs when financial assistance is needed.

Our work is guided by a dedicated volunteer board whose leadership strengthens the Foundation and deepens the libraries' impact across our community. We are sincerely grateful to our board members, donors, library trustees, staff, and volunteers who contribute their time, talent, and passion in support of this mission.

Thank you for your support and commitment to the work and impact of our libraries. We remain focused on fostering opportunities for reading, discovery, and connection in the years ahead.

With gratitude,

*Amber DeBerry*  
EXECUTIVE DIRECTOR



## Fundraising

### Fête des Fables

The 10th anniversary gala, evoking the time-honored tale of Beauty and the Beast, was the most successful gala in DCLF history, filling the Highlands Ranch Mansion to capacity, and raising nearly \$120,000 through sponsorships, ticket sales, silent auction, and the very popular wine pull; the event netted just over \$76,000 after expenses. Two hundred and fifty guests enjoyed the French Provincial feel with Champagne drinks, flowers, a dining experience amid more than 2,000 candles, and other activities throughout the mansion.

### Kendra Scott

Back for a third year, DCLF partnered with Kendra Scott for a community give-back event at the Park Meadows location. This May event took place just in time for Mother's Day and spring graduations. The community was invited to shop in person and online with a portion of their purchases directly benefiting DCLF. In 2025, the Foundation received \$783 from Kendra Scott.

### Colorado Gives Day

- Goal: \$75,000
- Total raised via Colorado Gives Day campaign (November 1-December 10): \$88,764
- Total year-end giving (November 1-December 31): \$121,113
- Donors: 559, including 115 first-time donors

## Impact

### Scholarships

- 28 Camp DCL scholarships, totaling \$7,900
- 2 Career Online High School (COHS) scholarships, totaling \$2,590
- 4 Excel High School Scholarships, totaling \$4,000
- 17 individual GED test vouchers, totaling \$722
- 19 graduates from DCL's GED and online high school programs

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### Summer Reading Award Recipients

Each year, the DCLF awards \$500 to four K-12 schools (one at each level: elementary, middle, high, and other/charter) with the highest percentage of Summer Reading registrations for their school enrollment through the Summer Reading school contest. In addition, if the community reading goal is met, we award \$1,000 to a Douglas County nonprofit chosen based on our Summer Reading theme. Recipients of the DCLF donation awards in 2025 were Roxborough Primary School, Mountain Ridge Middle School, Thunder Ridge High School, Ben Franklin Academy, and Colorado Agricultural Leadership Foundation (CALF).

### Community Fundraisers

- The DCLF donated six silent auction baskets, value totaling \$465.
- In 2025, the Foundation donated 50 new books to Children's Hospital Colorado (CHCO) each quarter, to support patients and their families who are admitted to or receiving care at CHCO Highlands Ranch.

### Operation Paperback *Managed by DCL Volunteer Services*

This service, managed by DCL Volunteer Services, sends books to U.S. military personnel, veterans, and their families, helping to provide comfort and entertainment during their service.

- 627 books shipped
- 69 family recipients
- Shipped within the U.S. and abroad

### Used Book Donations from Volunteer Services

In 2025, DCL's Volunteer Services department donated a total of 320 books to the Kiwanis Club of Castle Rock in support of South Elementary School's Trunk-or-Treat event. South Elementary is a Title 1 school in Douglas County and its students and families appreciate receiving the books to add to or start their home libraries. Another 2,915 used books were donated to 18 different community nonprofits, Little Free Libraries, and government entities. Preference is given to local or other Colorado-based organizations with some support going abroad to help promote and support literacy efforts.



# Supporting The Work of Douglas County Libraries

The DCLF grants money each year to Douglas County Libraries to support the incredible work of our libraries. With the help of these funds, DCL provided premium programming and services to more than 3.2 million visitors to our library locations and online last year. DCL offers an array of opportunities impacting youth, families, and adults in Douglas County.

DCL's journey with a family begins with a gift bag for parents welcoming a new addition, signifying the start or growth of their family, delivered in Douglas County hospitals. Last year, 4,400 gift bags were delivered through the Douglas County Healthy Families Partnership, which provides even more resources to families in the hospital. Our gift bags are included in this larger package to provide a community's worth of support.

DCL's Storytimes continue to support our youngest residents to help them learn important early literacy skills and prepare them to be future readers. In 2025, more than 168,000 people attended Storytimes at all our locations. Through our Book Start program, trained volunteers also provide Storytimes to daycares and preschools in our community, for those unable to attend these events at our libraries. In 2025, they read to more than 34,000 people through this unique form of outreach.



In other support for school-aged children and families, our libraries partner with and support Douglas County schools and students through school ID access to digital resources, book-themed theatrical assemblies, and trivia bowl-style competitions around books. In addition, participants of all ages in DCL's Summer Reading program logged over 11 million minutes of reading last year. With myriad book clubs, lifelong learning events, and outreach, DCL provides for everyone, stretching beyond our walls to deliver services.

Our success continued in 2025 as an affiliate for Dolly Parton's Imagination Library, a book-gifting program that mails books to children from birth to age five for free. The program provides the gift of literacy for all children, inspires children to love books and reading, and supports parents and communities in fostering a child's success. More than 9,000 children are now registered and receiving new books at home every month, with help from DCL.

Forest of Stories was back in 2025 and bigger than before, with more than 175 book-inspired trees located throughout the library's seven branches and displayed for seven weeks. DCLF was once again the presenting sponsor of this wintertime tradition, offering a free cultural experience that brings shared enjoyment and wonder to the entire DCL community. Online promotions, advertising, printed marketing materials, social media, and signage for each themed tree recognized the Foundation's sponsorship.

**"Thanks for putting on such a cool display every year."**

**"The Glassmaker tree is stunning!"**

**I am honored to live in Parker and to be able to see such beauty at my local library."**

**"The Amigurumi crochet tree was an immaculate work of art. The amount of hand-stitched hours on display here is something that I have not let go unnoticed."**

## Other Noteworthy Activity

### Grants Received

- 2 competitive grants from Ent Credit Union, totaling \$3,000
- 16 grants from community organizations, including Rotary and Kiwanis Clubs, totaling \$5,831
- 25 grants from family foundations, totaling \$28,750

### Endowment

DCLF's Endowment strengthens the library's ability to support and serve our community well into the future. The DCLF Endowment, managed by Rose Community Foundation, had a value over \$1,130,000 by the end of 2025.

### Volunteer Services Contributions

In addition to monetary donors, DCL is fortunate to have a wonderful volunteer program. These individuals donate their time to support the vision of DCL and directly impact money earned for DCLF through our physical and online bookstores.

*Book sale services are managed by DCL Volunteer Services.*

- 1,481 unique volunteers
- 30,426 hours donated to DCL
- Second Chapter Used Bookstore sales revenue: \$77,761
- Amazon Online book sales: 670 units, \$8,433.67

### DreamBooks Co.

Recycling books back into the hands of readers.

- 182,434 pounds of material diverted from the landfill
- \$17,403 given back to DCLF

### King Soopers

- 125 households
- \$3,039.42 donated to DCLF

# Recognizing Donors

## 2025 Supporters, \$5,000+



STERLING RANCH™  
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**Ent**  
Credit Union  
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Ewing Family Foundation  
Beryl and Jay Jacobson  
Larry Kuhn  
Bryant McCarthy

Terry Nolan  
Sjostrom Family Fund  
Wayne Steiner

## 2025 Corporate, Community, Grants & Foundations Supporters

Alidade Brewing  
American Furniture Warehouse  
The American Legion  
Arthur Murray Dance Studio  
Atomic Provisions  
Bellco Credit Union  
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Castle Pines Jewelers  
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The Chocolate Therapist  
City of Castle Pines  
Clothes Mentor  
The Club at Pradera  
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CEGR Law  
Colorado Ballet  
Colorado Symphony  
Comedy Works  
Compassionate Being Yoga  
Confluence Communities  
Convict Coffee Company  
The Cookie Jar Kitchen  
CORE Electric Cooperative  
Cornzapoppin  
Costco  
Cranelli's Italian Restaurant  
Crumb Cookies  
CycleBar Lone Tree

Deja Brew Coffee and Print  
Denver Art Museum  
Denver Film Society  
Denver Museum of Nature & Science  
Denver Zoo Conservation Alliance  
Dignity Memorial Olinger Funeral Homes & Cemeteries  
Direct Edge Media  
A Dog's World  
Douglas County Community Foundation  
Douglas County Sheriff's Office  
Downhill Brewing  
Eddie V's Prime Seafood  
Eileen's Colossal Cookies  
Enchanted Grounds Coffeehouse & Gameporium  
English Tealeaves  
Enstrom Toffee & Confectionery  
Ent Credit Union  
Evergood Adventure Wines  
A Fine Balance  
FirstBank  
Fuzzy's Taco Shop  
Game Show Battle Rooms  
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The Grezian Glazier  
HCA HealthOne Sky Ridge  
History Colorado  
Ike's Sandwiches  
In-N-Out Burger  
Integrated Cleaning  
Keepsake Reflections  
Kendra Scott

King Soopers (Kroger)  
Kiwanis Clubs of Castle Rock  
Kneaders Bakery & Cafe  
Continued on Next Page...

Thank you  
to all our donors!

While we only list individual donors at \$1,000 and above in this report, DCLF acknowledges and appreciates support from all our donors at all levels. We are grateful for our more than 800 donors and supporters.

Continued from Previous Page...

Kroenke Sports & Entertainment  
 La Mar's Donuts  
 Las Portancas Mexican Restaurant  
 Susan Leider  
 Diane L'Heureux  
 Links Golf Course  
 Living the Dream Brewing  
 The Lodge Casino  
 Lone Tree Arts  
 Lone Tree Brewing Company  
 Molly Brown House Museum  
 Monarch Casino, Resort, Spa  
 Melony Mont-Eton  
 Mountain Pine Woman's Club  
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OPN Architects  
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 Wahoo's Fish Tacos  
 Waterway Carwash  
 West Main Taproom + Grill  
 Wild Goose Saloon  
 Wines for Humanity  
 Woodhouse Day Spa

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## 2025 Individual Donors, \$1,000+

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Joanne and Richard Akeroyd  
 Megan Boespflug  
 Mariya Bunenko  
 Suzanne and Rob Burkholder  
 James and Jean Coates  
 Johanna Harden

Dave Hlavac and Denise Basse  
 David and Camille Johnson  
 Leandra and Charles Koester  
 Betsy and Terry Marzoni  
 Elaine McCain  
 Karen Miller

Janiece Murphy and Terry Comer  
 Joli and Rich Murphy  
 Robin Ostroff  
 Michael and Rachel Palmer  
 Susie Reynolds  
 Anna Root

Jeff Stotler  
 Ed Struzeski  
 Melanie and Sean Tafaro  
 Christopher Walsh  
 Ronald Zelaya



# Foundation Board

2025/2026



**ELAINE MCCAIN**  
Chair

- Board Member since 2022
- Retired from a 20-year career in nonprofit development and 16 years in corporate management. Also volunteers for Cancer League of Colorado, Creutzfeldt/Jakob Foundation, and The Day of Caring for Breast Cancer Education and Awareness.

"I have believed in and strongly supported libraries all my life. As a child I volunteered, then was employed by the Grand Junction City Library all through high school, and I worked in the high school library. Libraries serve everyone in so many ways, and I feel this is my way to further serve my wonderful community of Douglas County. I have lived in this County for 34 years and have seen so many changes. Our Libraries continue to grow and serve magnificently, and I choose to be a part of that!"



**LINDA BOYLE**  
Vice-Chair

- Board Member since 2019
- Retired from legal career in the telecom industry. Assisted with fundraising and donations for nonprofit organizations sponsored by previous employers.

"I have been a frequent visitor to libraries from the time I learned to read. I grew up in a small town that was blessed with a Carnegie Library and librarians who wanted to share their knowledge of books. I worked at a university library when in college as part of a work-study program, and after graduating, volunteered to re-catalogue books from Dewey Decimal to the Library of Congress system. I am thrilled to be able to serve Douglas County Libraries. Before the creation of Second Chapter Used Bookstores, I volunteered for semi-annual book sales and now serve on the Foundation Board."



**LAUREEN BOLL**

- Board Member since 2019
- Founder and CEO of MeritFirst Solutions and previous extensive experience in Health & Benefits. Serves as a State Coordinator and chapter lead for the Foundation Against Intolerance & Racism.

"A library system is the backbone of a highly-functioning, literate society that is required to self-govern as outlined in the U.S. Constitution and Declaration of Independence."





**ROCHELLE LOGAN**

- Board Member since 2015
- Retired from a career at Douglas County Libraries, and has served on many boards within the library community and PERA.

“I have a passion for libraries. In particular, I love DCL! This library district has been my own library, as I have lived in Highlands Ranch since 1992. Working for DCL was a dream come true for me and watching it continue to grow and thrive is important to me. Foundation Board work has been my small contribution to keeping DCL on top of the best libraries in Colorado and the country.”



**KRYSTIE BAKER**

- Board Member since 2019
- Senior Vice President with FirstBank and board member of the Douglas County Crisis Center.

“Volunteering and being engaged with nonprofits has allowed me to pursue a passion for life’s little moments. Raising boys reminds you to slow down, be involved, teach them young, and go above and beyond in the areas you can control. My husband’s family included several librarians, and our boys love to read – what better way to support this legacy and learning environment than being involved in the local library system?”



**DAWN VAUGHN**

- Board Member since 2024
- Retired public school librarian and administrator. Former Trustee of the Douglas County Libraries Board.

“I donate my time to Douglas County Libraries because I believe that libraries are the bedrock of a democratic society. They are places where anyone can access information without prejudice. Douglas County Libraries are vibrant, living, and inviting to everyone, and I feel privileged to support them in any way I can.”



**RON COLE**

- Board Member since 2022
- Retired from a career in the U.S. Air Force and National Security. Former Trustee of the Douglas County Libraries Board.

“Libraries are the key to a successful city, and I hope my time will contribute to that success.”



**LOUISE WOOD**

- Board Member since 2023
- Employed by UBS Wealth Management and is a former Trustee of the Douglas County Libraries Board. Active in her church.

“I support the Douglas County Libraries Foundation because our libraries are a place where we all belong. The libraries serve everyone and are a space for all of us, regardless of our backgrounds or beliefs. We can all get information, discuss ideas, and find common ground at our extraordinary public libraries!”



**TAYLOR WATSON**

- Appointed as DCL Board of Trustee Representative, 2026.



**MEGAN BOESPFLUG**

- Board Member since 2024
- Owner of Stiletto Communications, bringing over a decade of experience in marketing to small to medium-sized businesses and nonprofits. Extensive experience in fundraising and volunteer work with Chamber of Commerce, Rotary International, and as a board member at the Lighthouse Family Resource Center.

“I believe in the transformative power of libraries to inspire a love of reading, discovery, and connection within the community. Volunteering with the Douglas County Libraries Foundation allows me to contribute to a cause that enriches lives and fosters lifelong learning. By supporting the Foundation, I help ensure that libraries continue to provide valuable resources and programs that positively impact community members, helping them grow and thrive.”



**PAMELA PAGE**

- Board Member since 2024
- Retired from career in the medical and business management industries. Currently working as a Senior Tax Analyst and volunteering time to numerous organizations with board positions on many.

“I believe very strongly that it is our responsibility to support with time, money, and voice those organizations which serve our community and are dependent on public support to continue to provide the level of service, activities, and options we have learned to expect. In our current environment, I see our libraries in danger of being restricted and inhibited in their ability to provide essential learning opportunities to all who seek it. I want to ensure that funding continues to flow into the Douglas County Libraries Foundation, and that we continue to expand in accessibility and offerings.”



**RICK O'DELL**

- Board member since January 2025
- President of O'Dell Management Services following a career in commercial construction projects.

“Having experienced firsthand the profound impact of Douglas County Libraries’ diverse and innovative programs and services on our community, I’m eager to lend my support and collaborate with this dedicated team to help advance and evolve DCL’s mission.”



**SUZANNE BURKHOLDER**

- New to Board January 2026
- Self-employed mediator with a previous business career in telecommunications. Volunteers with the Better Business Bureau, City of Lone Tree’s Teen Court, and has raised funds for the City of Lone Tree’s Arts Guild.

“Throughout Douglas County, DCL is the trusted core of critical infrastructure, both funded and relied upon by our fellow tax-paying citizens. DCL serves as the social adhesive that connects with and unifies our community. DCLF’s important work nurtures DCL as a central hub where our community comes together in library spaces and as sources of knowledge open to all. DCLF’s important work acts as a force multiplier to DCL in ways that surprise and delight community members, with efforts such as The Forest of Stories—all in service to community.”



**JOLI MURPHY**

- Board member since 2025
- “Throughout my career, I have directed my passion and deep investment expertise toward helping purpose-driven corporate and nonprofit organizations meet their financial goals and fulfill their missions. My investment acumen helps to provide a means by which good things can materialize: pension assets for retirees, foundations to serve others, endowments to educate students, and funds for individuals to pursue the life they envision.”

“I joined DCLF for a sense of camaraderie with others who want to support and promote the good work that libraries contribute to our community. I have truly found that with Douglas County Libraries and its Foundation.”