

PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES  
AUGUST 21, 2024 5 p.m.  
HIGH PRAIRIE LIBRARY



**VIRTUAL MEETING (ZOOM)**

**Call in:** 1-253-215-8782 or 1-312-626-6799 or 1-669-900-6833 or 1-346-248-7799  
**Meeting ID:** 837 1958 5376  
**Passcode:** 940463

**REGULAR MEETING OF THE BOARD OF TRUSTEES**

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

Chief Librarian and CEO Teona Shainidze-Krebs, Chief Communications Officer Denise Abbott, Senior HR Director Timothy Allen, Chief Safety, Social Services & Security Officer Michael Brantner, Interim Mobile Library Services Manager Pam Contreras, Interim Senior Director of Development and Interim Foundation Executive Director Courtney Deuser, Interim Facilities Project Manager Scott Dunkley, Executive Assistant Laura Foster, Director of Branches Janina Goodwin, Chief Information Technology Officer Justin Goodwin, Chief Financial Officer Randy Green, Controller Kim Hoggatt, Assistant Director of Branches Gigi Holman, Security Officer Brett Johnston, Friends of the Pikes Peak Library District Board of Directors President Rita Jordan, Chief Operating Officer Heather Laslie, Library 21c Manager Jennifer Luebbert, Director of Collection Management Jenny Pierce, Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Ruth Holley and Sand Creek Libraries Manager Sara Sharples, Director of IT Infrastructure Dan Stone, Internal Communications and Special Projects Manager Jeremiah Walter, Library Assistant Jacob Ward, County Commissioner Carrie Geitner, Maureen Bridges, Jan Hall, Judy Lilly Morrill, Audra Talamantes, Erik Talamantes, Kathleen Troka, Ben Yakura, Ally, Bert, Joe, Randi B, PH Willman

**CALL TO ORDER**

President Dora Gonzales called the August 21, 2024 regular meeting of the Pikes Peak Library District (PPLD) Board of Trustees to order at 5:00 p.m.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

Maureen Bridges commented on the importance of Rockrimmon Library's to the community.

Audra Talamantes commented on the importance of Ruth Holley Library to the community.

Jacob Ward, Pikes Peak Library Workers United (PPLWU) commented on the importance of keeping both Rockrimmon and Ruth Holley Libraries open.

Joe Pelka, commented on the need to keep the Rockrimmon Library open.

Judy Lilly Morill commented on the importance of keeping Rockrimmon Library open.

**REPORTS**

**Board Reports**

**Governance Committee**

Committee Chairperson Julie Smyth shared that the committee met on August 6, 2024. The Board retreat agenda, timeline for the Board vacancy, and a review of the Conflict of Interest (COI) Statement were discussed.

**Internal Affairs Committee**

Committee Chairperson Aaron Salt shared that the committee met on August 6, 2024. The discussions included opportunities for Ute Pass Library, the retroactive (to January 2024) increase in maintenance costs for the Ruth Holley Library that was not included in the 2024 budget, and the turning over of many PPLD policies to Administration that requires removing the Board policy statement on each.

**Liaison Comments**

County Commissioner Carrie Geitner thanked Board members for their service to the community and for making difficult decisions in being good stewards of taxpayer money.

## **Trustee Comments**

Debbie English shared that she, Teona Shainidze-Krebs, and Scott Taylor met with City Councilmember Dave Donelson regarding Rockrimmon Library, the preliminary Facilities Master Plan, and the process that PPLD is undergoing. Debbie – Teona, Scott and Debbie met with Dave Donelson regarding Rockrimmon and discussed the Facilities Master Plan and the process. Glad to hear there is no decision and it will take some time.

Dora Gonzales shared a reminder from the Board of Trustees bylaws regarding meeting attendance, and that exceptions may be made by majority vote of the Trustees. Exceptions are time-limited and will require a vote for extension.

## **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 President Rita Jordan shared that they have more than enough books for the upcoming sale, and that donated items that are unable to be sold have been offered to local crafter groups. The Friends are unable to accept all donations at this time.

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

The Pikes Peak Library District Foundation report was included in the Board packet.

## **Financial Report**

The Financial report included in the Board packet will be updated and reposted on the Board webpage after the meeting. Chief Financial Officer Randy Green shared that the final Annual Comprehensive Financial Report (ACFR) has been received.

## **Public Services Report**

The Public Services report was included in the Board packet. Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles highlighted that PPLD is in the midst of review process of proposals for a new Integrated Library System (ILS), and thanked Director of Collection Management Jenny Pierce, ILS Administrator Colleen Medling and the dozens of staff members who have participated in the effort.

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

The Support Services reports were included in the Board packet.

## **Chief Librarian's Report**

Chief Librarian and CEO Teona Shainidze-Krebs thanked staff for managing responses regarding any misinformation being shared about the preliminary Facilities Master Plan recommendations, especially Internal Communications and Special Projects Manager Jeremiah Walter and Communications Specialist Cindy Skaggs for compiling data on patron feedback. Information on Parental Control for apps available through PPLD have been added to the [eLibrary webpage](#) and handouts are available in the libraries. Thanks to Public Services staff who researched and made the information available to patrons. Ms. Shainidze-Krebs recognized the Human Resources department for planning a PPLD Job Fair for the end of September. The 2025 budget process is well underway, with the needs of PPLD reaching \$41 million without any capital projects included. A balanced budget will be presented to the Board along with a budget of the actual needs of the district. The Strategic Plan quarterly report was included in the packet. The East Library parking lot repairs will occur in September. The sinkhole behind the Rockrimmon Library is being repaired by the property manager.

## **PRESENTATIONS**

### **Staff Promotions and New Hires**

Internal Communications and Special Projects Manager Jeremiah Walter introduced Communications Specialist Cindy Skaggs. Cindy's responsibilities include streamlining the Contact Us and feedback forms process, and a quarterly report of patron feedback will be provided to the Board.

### **Mobile Library Services Changes**

Interim Mobile Library Services Manager Pam Contreras shared the restructuring of Mobile Library Services. The schedule of stops will transition from the summer schedule to the school schedule for the start of the academic year.

## **BUSINESS ITEMS**

### **Consent Items**

Minutes of the July 17, 2024, Board of Trustees meeting

The minutes were accepted as presented.

## **New Business**

### **DISCUSSION: Ute Pass Library Opportunities**

A conversation has begun between PPLD and The Cascade Fire District, owners of the Ute Pass Library building, regarding continuing to lease or possibly purchase the property. The Board of Trustees agreed that PPLD should continue investigating options with the assistance of a realtor.

### **DECISION 24-8-1: Resolution Approving Contracts and Vendors with Projected 2024 Activity Greater Than \$100,000 Attachment C**

Erin Bents read the **Resolution Approving Contracts and Vendors with Projected 2024 Activity Greater Than \$100,000 Attachment C**

**Whereas**, the Financial Guidelines, dictate that the Board of Trustees must approve all contracts and purchases (singularly and in aggregate) in excess of \$100,000 annually; and

**Whereas**, Attachment C to this resolution includes the estimated purchases with a single vendor that is in excess of \$100,000 during 2024; and

**Whereas**, the Board of Trustees legally approved the expenditures when they approved the 2024 budget.

**Now, therefore**, be it resolved by the Board of Trustees of the Pikes Peak Library District that:

The obligation included under Attachment C to this resolution is approved for 2024 for the purposes stated and at the specified amounts.

Adopted, this 21st day of August 2024.

**Motion:** Debbie English made a motion that the Pikes Peak Library District Board of Trustees approve the Resolution Approving Contracts and Vendors with Projected 2024 Activity Greater Than \$100,000 Attachment C as presented.

**Second:** Julie Smyth seconded the motion.

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

## **ADJOURNMENT**

There being no further business to discuss, President Dora Gonzales adjourned the regular meeting of the Pikes Peak Library District Board of Trustees at 6:24 p.m.