

**Minutes of the Regular Meeting of the
JEFFERSON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES**

March 17, 2022

CALL TO ORDER – REGULAR MEETING

The regular meeting of the Jefferson County Public Library Board of Trustees was held online via WebEx on March 17, 2022. Library Board of Trustees Chair, Kim Johnson, called the meeting to order at 5:30 p.m. Other Trustees present: Jill Fellman (Secretary), Jeanne Lomba, Charles Naumer and German Zarate-Bohorquez.

Trustees not present: Pam Anderson and Cassie Tanner.

Staff present: Donna Walker, Executive Director; Julianne Rist, Director of Public Services; Steve Chestnut, Director of Facilities and Construction Projects; Bernadette Berger, Director of Technology and Innovation; Lisa Smith, Director of People and Culture; Padma Polepeddi, Assistant Director of Library Experience; Lizzie Gall, Assistant Director of Library Experience; Kelly Duran, Patron Experience Public Services Manager; Amber Fisher, Executive Assistant, Office of the Executive Director; and Katie O’Loughlin, Administrative Coordinator.

Guests: Jill Eyres and David Schnee Group 4 Architecture Research & Planning, Inc.

There were additional Library staff members attending the online WebEx meeting.

APPROVAL OF AGENDA

MOTION: Jill Fellman moved that the Library Board of Trustees approve the agenda as presented. Seconded by German Zarate-Bohorquez the motion passed by unanimous vote of all Trustees present.

PUBLIC COMMENT

Public comments are currently being submitted to the Board via a link on the Board of Trustee’s webpage. Comments will be acknowledged in the minutes of the meeting. The Chair noted that several public comments were submitted through the webpage and those comments were forwarded to the Board. The Chair acknowledged that there were guests in attendance that want to address the Board and stated the following instructions:

If you would like to address the Board during Public Comment: Send a chat message to the host, Bernadette Berger, with your name, and the topic of your comment so that at the appropriate time you can be recognized. Your name will be called in the order it was received. You will have three minutes for comment. Groups may use pooling of time to add to the length of their comment period. To pool time to be granted up to ten minutes, a

speaker must present the names of at least three individuals who are present in person or online in the audience and who wish to yield their three minutes.

The Chair welcomed the individuals to the meeting. The following individuals addressed the Board regarding the Conifer Library: Suzy Nelson Conifer Area Council; Marilyn Saltzman (ceded her 3 minutes to Suzy Nelson); Annette Snodgrass; Lauren Drabble; Nicole (no last name provided); Kaitlin Ehrlich and Katie Bartojay. Comments included the need for improvement in Conifer Library services. The following topics were noted: need for a standalone library; accessibility issues; parking problems; limited hours of operation; a lack of programs including story times; funding and taxes; services for seniors; quiet spaces; results of community and book group surveys regarding the Conifer Library; and the Library's Facility Master Plan. The Chair expressed appreciation for the comments.

APPROVAL OF CONSENT AGENDA

The Chair asked the Trustees if any of the items should be removed from the consent agenda. There were no requests for items to be removed.

MOTION: Charles Naumer moved that the Library Board of Trustees approve the items on the consent agenda as presented. Seconded by Jeanne Lomba the motion passed by unanimous vote of all Trustees present.

Items on the Consent Agenda

- A. Library Board of Trustees approve the February 17, 2022 Board Meeting Minutes.
- B. Library Board of Trustees Adopt Policy Governance: Monitoring Reports 2.0 to 2.4 as presented.
- C. Library Board of Trustees Adopt the Bylaws with no changes per the recommendation of the Bylaws Committee.
- D. Library Board of Trustees Approve the renewal of the Intergovernmental Memorandum of Understanding (IMU) with Jefferson County Public Schools Regarding the Axis 360 Community Share Portal.

FOUNDATION UPDATE

Jo Schantz, Foundation Executive Director, provided an update on the activities of the Foundation. The Friends Annual Meeting is April 22, at the Wheat Ridge Recreation Center with author Carter Wilson as the keynote speaker. Library Giving Day is April 6, and the Foundation hopes to beat the record last year of nearly \$8,000. Jo expressed appreciation to Trustee Fellman who has already contributed. The Good News Breakfast is April 19 at the Jeffco Fairgrounds. The Spring 2022 Whale Book Sale will be held at the Jeffco Fairgrounds June 2-5. The Foundation will continue to have the \$5.00 per adult per day fee to help cover the costs at the Fairgrounds that have escalated over the last few years. Volunteers are needed for the sale. Jo noted the Foundation's vendor partners Empty Shelves and Dream Books and their value to the Foundation as noted in the report. The Whales Tale store continues to do well with almost \$10,000 in gross sales in January, \$11,412 in February and so

far in March almost \$7,000. In response to a question the Board was advised that the Foundation has support to go through the books and determine which books are sold and at which sale.

Trustee Fellman expressed appreciation to Jo for her report and noted that she will be volunteering for the book sale at the Fairgrounds and encouraged everyone to volunteer.

EXECUTIVE DIRECTOR REPORT

A. Executive Director Report

The Executive Director addressed the board and provided information on community engagement. Invitations to the Evergreen Redesign Community Engagement meetings are opportunities for the Board to sit in and listen to the community. Those dates are listed in the agenda under announcements. The Library is working on a social calendar for the Board. The Heart of Golden project has restarted, and Library staff attended the community engagement meeting to listen to the community. No plans have been approved by the Golden City Council. The Library learned that the Conifer High School hours will move to a later schedule in 2023-2024. This is important information as we plan our services. The Library's Reconstitution Team has been working with Jefferson County Public Health to get to the new normal removing pandemic protocols that are no longer recommended. That team's work is moving along smoothly.

In response to a question, the Chair noted that Conifer High School hours look like a start time of 8:30-8:45 am. The Executive Director noted that the end of the school day's scheduled hours will be around 4:00 pm.

EXECUTIVE TEAM OPERATIONAL UPDATES

Public Services – Express Library

The Executive Director introduced Padma Polepeddi and Kelly Duran to present information on the Express Library.

Padma Polepeddi expressed appreciation for the opportunity to share their excitement about the expansion of the offsite services strategic project, and the deliverables for this project. The purpose of expanding offsite services is to create equity in access to library resources and meeting people where they are. The Express Library is one of the deliverables for this project. The completely self-service Express library location will place JCPL at the forefront of cutting edge and innovative technology in its radically welcoming customer service.

The Express Library connects with several of the strategic initiatives by expanding service points with a more accessible location and convenient hours; creating a customized patron experience to fit their lifestyle; and embracing innovation and change with a groundbreaking service. JCPL is a pioneer as this is the first stand-alone self-service library in the nation. The Express Library connects to continuous process improvement by maximizing staffing efficiency while advancing library service.

Kelly Duran thanked the Board for the opportunity to provide updates on the Express Library West Arvada. From the time the Board approved this project, it has been a cross divisional collaboration. We are looking at an open date towards the beginning of April with a ribbon cutting with the Arvada Chamber of Commerce which the Board will be invited to on April 18.

At the Express Library patrons will be able to pick up their holds, browse a popular collection, use a computer or the Wi-Fi, access the printer, copier, scanner, fax, return items, and have a place to sit or work. Having a flexible space (items on wheels) we will assess needs in the area and then be able to offer programs that match those needs.

The Express Library West Arvada is located at the corner of West 64th Avenue and Indiana Street in the Arvada West Town Center Shopping Plaza, next to a post office, restaurant and Auto Zone and is close to the Arvada YMCA. This location is about a 10-minute car ride from both the Standley Lake and Arvada libraries, the two closest JCPL locations.

The Express Library will be serviced by the Library-To-You (LTY) staff. LTY's vision to bridge community barriers to physical locations merged with JCPL's strategic planning and the Facilities Master Plan into the "Expand offsite Services" strategic project. The Express library is a major deliverable of this project. This stand-alone Self-service model is an innovative way to bring the Northwest Arvada community robust library experience in addition to the holds locker and the book drop that were opened in 2021. We look forward to seeing all of you for the ribbon cutting of this location on April 18th.

In response to questions, the Board was advised that:

- The Express Library capacity is 25 people
- To start, the Express Library hours will match our larger location hours. The Library will assess the usage.
- This project was funded in the Library's Capital Budget and is included in the financial tables under alternative services.
- The entry system will stop allowing entry when the maximum 25 person capacity is reached.

On behalf of the Board, the Chair expressed appreciation to Library staff for their work on this amazing project and encouraged the Board to place the April 18, ribbon cutting on their calendars.

Business Strategy & Finance

2020-2025 Strategic Plan Update – Trends Exercise

The Trends Exercise agenda topic was delayed to later in the meeting due to technical difficulties.

Facilities and Construction Projects

Updated Facility Master Plan (FMP) – Guest: Group 4 Architecture Research & Planning, Inc.

The Executive Director advised the Board that Steve Chestnut and Julianne Rist led the process with Group 4.

Steve Chestnut advised the Board that the Library reengaged Group 4 to help with reviewing and analyzing the data and develop recommendations. Group 4 was asked to:

- Reassess growth and per capita space needs
- Assess N/W Arvada Library assumptions
- Target size range and potential priority timing for Golden, Conifer and Wheat Ridge
- Determine if public service space is needed for Fehringer Ranch Property

Steve introduced Jill Eyres and David Schnee with Group 4 to present the information.

David Schnee addressed the Board and provided a summary of Group 4's work with the Jefferson County Public Library. In 2018 JCPL adopted a Facilities Master Plan (FMP) to guide planning, decision-making, and capital investment in its facilities. The FMP was created as a flexible, living plan that can accommodate changing circumstances. JCPL is a high performance library with nice sized libraries and a modern contemporary service level and model. The FMP was developed in the concept of a compass. JCPL has made great progress so far. As of the date of this report, JCPL has completed the recommended major redesign of the Belmar Library and was able to take advantage of an opportunity and partnership to expand the Edgewater Library. Planning for a recommended new South County Library is underway, as is preparation for remodeling the Evergreen Library. JCPL has also continued to build its offsite services network.

What Changed What Hasn't

Libraries are constantly evolving, and the pandemic was an opportunity to accelerate new services in new ways.

- Increased customer use of digital materials and virtual programming, both during Covid shutdowns and after re-opening.
- Libraries continue to be safe, neutral, and essential spaces for the community
- Customers are returning now that libraries are open again; physical visits are increasing as open hours increase
- South County residents are confirming the desire for gathering and program spaces
- Even more positive financial outlook

Scope of this FMP Update

1. Determine 2030 space needs using 2018 FMP recommended 0.5-0.6 SF/capita target with updated population data.

2. Propose recommended projects to meet 2030 space needs systemwide and in north, central, and south county areas.
3. Propose project priorities and timeline.
4. Review library design best practices and emerging directions since 2018.

Best practices for the FMP are to update every 4-6 years; check that map and confirm the compass is pointing in the right direction.

Confirmed Space Planning Target

Jill Eyres addressed the Board presented information on the things that have changed since 2018 and what needs to change to accomplish goals by 2030. This 2022 update confirmed that the 2018 FMP space planning target is still appropriate for JCPL moving forward. In revisiting the 2018 master plan for space planning, the 0.5-0.6 square foot per capita remains true and the update did move forward with that 0.5 target.

Updated Population Projections

Revised population projections are less than assumed in 2018, but growth is still expected. Updated 2030 projection is 612,000 population, 5% overall growth by 2030, approximately 29,000 people. Arvada may be higher at approximately 7% growth.

Updated 2030 System Wide Space Needs

Approximately 306,000 square feet needed for a 2030 population of 612,000. JCPL current total is 204,000 square feet. There is a net need of 102,000 square feet to get to 0.5 square feet per capita.

New Planning Zones

Three distinct geographic districts offer a methodology for monitoring distribution of library space systemwide, North Zone, Central Zone and South Zone. The county's population overall remains the primary multiplier for the 0.5-0.6 square foot per capita space planning target.

Updated Priority Projects

- New Northwest Arvada destination library, 45,000 square feet
- Expand Lakewood by 11,000 square feet
- New South County destination library, 40,000 square feet
- Fehringer Ranch Operations Center.
 - Reduces facility management and maintenance footprint. Consolidation will reduce the number of buildings and associated maintenance by one.
 - Improves operational efficiency and effectiveness; right-size space for organizational change, hybrid/remote work, etc.
 - High level estimate 35,000-40,000 SF for Fehringer Operations Center
 - Improves public service, allows for expanded public service space at Lakewood

- Modernized operations = enhanced innovation + even more responsive service systemwide

Priority Sequencing

The 2018 plan had three time frames for implementing groups of projects. The Library will continue to evaluate needs with regard to the priority sequencing of projects.

Updated 2030 Implementation Plan

Projects to achieve 0.5 square feet per capita by 2030:

- Two new destination libraries; South County and Northwest Arvada
- Expand public service into full Lakewood
- Capacity boosts are possible by expanding Standley Lake, including public service space at Fehringer Ranch, and/or increasing space at South County Library
- New Fehringer Ranch Operations Center
- Evaluate community needs for improved service, access, and partnerships at Golden, Wheat Ridge, and Conifer.

The Board discussed that there are other factors to consider in addition to square footage per capita.

In response to a question, Group 4 indicated that a 4th zone could be added to the zone map, but that it was not part of their scope in this study.

Trustee Naumer mentioned the following as items to consider for future meetings:

- Heat map to better understand how the proposed additional square footage would impact communities.
- Refresher on the library expansion area of South Jeffco and how that boundary was developed.
- Data on the Conifer service area.

The Chair advised the Board that this is the first step in a multi-month process to develop the 2023 budget and the 5-year, and long-term capital plans. The Board asked JCPL to look at the FMP because we know there are changes happening since 2018 in Jefferson County. The FMP provides us with some data so we can take the recommendations under advisement while we begin our budgeting process. It is important to know that the FMP is a living document that will change over the years. These are purely recommendations and data for the Board. We will be going through this before we finalize our budget and the capital plans. There will be multiple steps over the next few months to evaluate and make changes. Also, we evaluate the 5-year capital plan every year. The Library and the Board needs to consider the Conifer High School time change that will have an impact on services and, as the Library goes into preparing the 2023 budget, inflation and how that's going to impact our operating and capital costs in the near and midterm.

The Executive Director noted that one of the things the Library is doing with the zones is mirroring the zones that our commissioners have in their areas as a higher level view. The Library can look at what happens in Lakewood and the Central Zone. The Library also has square foot per capita for each of the local library service areas. What the Library was looking for in this study was a bigger view, how many more square feet in general JCPL needs system wide and looking at the people using the library according to areas of dominant use. Lakewood, Wheat Ridge, Belmar, Edgewater and Golden, we do see those as the central region with transportation routes and how data shows they are using the library.

In response to questions, the Board was advised that:

- Regarding the 0.5-0.6 square feet per capita target, there is no one size fits all national number. Group 4 does this work with libraries across the country from deep urban systems with a large central library, to systems with many small branches. In Jefferson County, Group 4 looked at a variety of criteria to determine the greatest amount of access to library services. Libraries have moved away from a single square foot number. At one time the print collection kept growing with the population and now digital materials have taken the pressure off that particular measure. Before iPhones and laptops libraries' planning for growth was based on computer space needs. As those things shifted, evaluation of space needs shifted. Meeting and gathering space have moved up in importance to communities. Jefferson County has a pretty big population and generally speaking is developed on a mobile and destination library model and how much library service per square foot can be provided out of those buildings. In Jefferson County you don't need many of those with alternative services bringing that square footage number down.
- Regarding travel time and how that factors in, Group 4 looked at people's mobility patterns. The average JCPL patron uses multiple libraries. People driving to work or shopping, drive by a library and use that location as well as one that may be closer to their residence. Additionally, some patrons like the view, or the program or the librarian in different locations. Group 4 used a system wide approach with general zones. Those zones recognize travel patterns, or mobility patterns geographically. Looking at a granular level indicated that adding a little bit of square footage here and there would not serve the communities as well as a high performance destination library and is a very efficient way to deliver service and sets you up well for the future.
- Regarding the target square feet and the impact of alternative service delivery models, JCPL is in the learning curve and the Chair is correct that it is a matter of timing and there hasn't been enough time to know the impact. Group 4's knowledge from other library systems is that once those alternative services are discovered by patrons, they will keep using them. Multnomah library system has tons of small libraries and over decades they developed a tremendous number of outside services. Their communities are saying they want people spaces, children's areas, collaboration and meeting spaces and programs. They are doing a major expansion of their facilities and passed huge

funding for it. Group 4 would have set the square foot target higher for JCPL in anticipation that the best services are provided in buildings.

Fehringner Ranch Operations Center

The Board Chair acknowledged Trustee Naumer's request for an analysis. That request included the cost of the new building, plus the value of Fehringner Ranch property and ongoing costs and comparing that to where we are right now with costs for the lease space, the owned LSC building and Lakewood administration. Looking at the historical operating costs for those three buildings today and where we'll be in 2026. Making estimates around efficiency gains, as a starting place to come up with base number and the cost difference between the two scenarios.

The Chair acknowledged the Executive Directors notation that this analysis was not the direction from the board in a previous meeting and the question around Fehringner Ranch was whether or not it needed public library space. The Chair recognized that we don't know how segmented the expenses are and how easy or difficult it would be to provide that analysis.

The Executive Director advised the Board that if they want the Library to do that kind of analysis, the Library is not staffed for that work right now. Both the Director and Assistant Director positions in the area that would do that work are vacant. Additionally, efficiencies around people's time are hard to quantify and that a consolidation of operations is generally seen as an efficiency. The analysis would be additional work on top of the 2023 budget development work.

Trustee Naumer stated that there should be a scope of work for an analysis that is feasible.

After some discussion with the Board expressing concerns over the work being asked of the Executive Director and the acknowledgement that multiple Trustees agreed more data would be of value, Trustee Naumer agreed to send suggestions for items to be included in a scope of the work to the Chair and Executive Director. The Chair will meet with the Executive Director to review the request and see what is possible at this time considering the current workload and resource restrictions.

The Chair noted hesitation to ask the Executive Director and her team to do this analysis right now and acknowledged the concerns expressed about kicking the can down the road but questioned the urgency as the project is part of the 5-year plan and not a 2023 budget expenditure.

Trustee Naumer added that the need for an analysis of the Fehringner Ranch Admin project can no longer be delayed under the argument that the capital plan is reviewed annually

because there is money in the budget for this project in the next budget with a ramp up in following years.

Golden Library

In response to a question, the Executive Director advised the Board that things changed from last time we saw the plan and what was recently presented to the public at the Heart of Golden community meeting. As we develop the 5 year plan, the questions may be if it would make fiscal sense to move the library for a little bit more space and would we need more library space in that particular community.

Northwest Arvada

The Executive Director advised the Board that the Library will use the input from this discussion to create the 2023 budget message. In terms of direction from the Board around Northwest Arvada, does the Board want the Library to move forward with budgeting for a larger library as it will have a huge impact on 2023 budget development. The Chair stated that it was okay to move forward as planned with that project.

Business Strategy & Finance

2020-2025 Strategic Plan Update – Trends Exercise

The Executive Director introduced the topic and advised the Board that the Business Strategy and Finance Director position is vacant. However, Lisa Smith, Director of People and Culture is an expert facilitator and will be leading the discussion with the Board on what's new in the world and what JCPL is doing to reflect those trends.

Lisa Smith addressed the Board and provided information on JCPL's work with the Management Team on trends. At the Manager's team meeting on February 23, we talked about the trends we see ahead for 2023. Everyone has their own associations they follow or belong to and journals or magazines they read. Managers were assigned homework to research what trends or ideas they have noticed on how industries are adapting to the "new normal", new services offered, and things people say will not be coming back as the pandemic winds down. They then brought 2-3 of these trends/observations to the meeting and shared them. There were no restrictions and ideas were discussed from other industries or fields as well as libraries.

At the meeting the team broke out into small groups with each person sharing 2-3 trends. The small groups then discussed the trends and identified any overarching themes in the trends. Each group then talked about how the themes are reflected in the Library's 5-year strategic plan and in their own work. They then identified one strategic project of focus for 2023 that they saw as related to the themes. When we came back to the large group a representative from each group shared their one strategic project and how the theme identified related to it. All of the notes from the individual session work were included in the memo that the Board received in the information packet.

For instance, the trends for the theme of community health included such things as work life balance, wellness, mission-based work, and higher wages. In response, JCPL strives to understand its communities and how to fulfill each of their varying needs. Opportunities for all ages, backgrounds, and abilities are met with effective and inclusive approaches. Partnerships are taking on increased importance.

Lisa asked the Board to share their thoughts on the report. Specifically, what stood out for them; what other trends they have noticed; and did they see any gaps in service the library could address as JCPL develops the 2023 budget. Following are the comments from the Board:

- Thank you very much, you are going at it the right way.
- The strong desire for community that people felt was lacking the last couple of years. You see it in having to work hard at the workplace – building that community and taking care of our people – such an important piece. The other thing – even to the point of having strangers strike up conversations with me in grocery line – people wanting to come back together. How the library can help with that in our communities. People ask me about in person services, story times – see a trend that people are going to want to go back – love the convenience of virtual and curbside – but really want to get back out into the community.
- Reducing stress – families or students – looking for physical activities and boosting brains – adding something in their lives after difficult times. Being more social and knocking on the door if they need help. Can see that in the groups I work with, everybody needs something to do to serve the community. With the library as a place for everybody – you can feel comfortable, relaxed and now be open. Time to reduce anxiety and stress.
- People are appreciating the convenience and flexibility of lockers and self-service – but still want the option to talk to a librarian in person or email to ask questions. The pandemic has shown us we can service ourselves a little more – we just didn't know we could.
- The small business community – big shift in video and audio messaging – and knowing how to do that professionally. The maker spaces, the opportunities to create audios and videos, conferencing, and the technical support to do that.

Lisa Smith expressed appreciation to the Board for sharing their thoughts and noted that there are things we will continue that are new and things we want to go back to.

Business Strategy & Finance

Finance and Budget

The Chair introduced the topics and asked if the Board had any questions about the January or February 2022 financials. There were no questions from the Board.

ITEMS REMOVED FROM THE CONSENT AGENDA

No items were removed from the consent agenda.

EMERGING ISSUES

There were no emerging issues.

ENDS

There were no items.

BOARD GOVERNANCE

Trustees Elect Officers

The Chair introduced the topic and called for a motion regarding the Board officer positions of Vice-Chair and Secretary as presented:

- Pam Anderson for Vice-Chair: One-year term April 2022 to March 2023
- Jill Fellman for Secretary: One-year term April 2022 to March 2023

MOTION: Charles Naumer moved that the Library Board of Trustees elect Pam Anderson for Vice-Chair and Jill Fellman for Secretary for one year terms April 2022 to March 2023. Seconded by Jeanne Lomba the motion passed by unanimous vote of all Trustees present.

BOARD SCHEDULE – NEXT MEETINGS

Location of meetings of the Library Board of Trustees are being determined in cooperation with guidelines from Jefferson County. Information on meeting location will be posted at least one week prior to the scheduled meeting date.

Next Board Meetings Schedule

- April 14, 2022 – Study Session – 5:30 pm (Virtual)
- April 21, 2022 – Board Meeting – 5:30 pm (Virtual)
- May 12, 2022 – Study Session – 5:30 pm (Virtual)
- May 19, 2022 – Board Meeting – 5:30 pm (Hybrid)

The Chair noted the comments of Trustee Naumer regarding Fehringer Ranch and needing time for that discussion at a future Study Session or Board Meeting.

ANNOUNCEMENTS/GENERAL INFORMATION SHARING

- Evergreen Library Community Input Meetings: Community meetings are set to give patrons an opportunity to provide input on what they want to see in their library. Virtual community engagement meetings will be held:
 - Wednesday, March 30, 2022, from 7 to 8:30 p.m.
 - Thursday, March 31, 2022, from 10 to 11:30 a.m.

- Saturday, April 2, 2022, from 10 to 11:30 a.m.
- Express Library Ribbon Cutting: April 18, 4:00-5:30pm.

EXECUTIVE SESSION:

The Chair called for a motion to adjourn the regular meeting and reconvene in Executive Session.

MOTION: Jill Fellman moved to adjourn the regular meeting of the Library Board of Trustees and reconvene in Executive Session regarding the South County Library Expansion Project pursuant to:

- 24-6-402(4)(b) Conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions.
- 24-6-402(4)(a) Concerning the purchase, acquisition, lease, transfer, or sale of Property.
- 24-6-402(4)(e)(I) for discussion of strategy and instructions to negotiators.

Seconded by Jeanne Lomba the motion passed by unanimous vote of all Trustees present.

The Chair announced a 5 minute break to allow the Board time to leave the existing WebEx meeting and then join the Executive Session.

The Chair called the Executive Session to order at 7:36 p.m. with the following Trustees present: Charles Naumer, Jeanne Lomba, Jill Fellman and German Zarate-Bohorquez. Also, present were Kourtney Hartmann, County Attorney's Office; Donna Walker, Executive Director; Julianne Rist, Director of Public Services; Steve Chestnut, Director of Facilities and Construction Projects; and Amber Fisher, Executive Assistant, Office of the Executive Director. The Chair noted that the session would be recorded and that the recording would be retained for the required 90 days.

CALL FOR ADJOURNMENT OF EXECUTIVE SESSION AND TO RECONVENE THE REGULAR MEETING

MOTION: At 8:20 pm Jeanne Lomba moved to adjourn the Executive Session and reconvene the regular meeting. Seconded by Charles Naumer the motion passed by unanimous vote of all Trustees present.

At 8:22 p.m. the Chair reconvened the regular meeting with the following Trustees present: Charles Naumer, Jeanne Lomba, Jill Fellman and German Zarate-Bohorquez. Also, present were Kourtney Hartmann, County Attorney's Office; Donna Walker, Executive Director; Julianne Rist, Director of Public Services; Steve Chestnut, Director of Facilities and Construction Projects; Bernadette Berger, Director of Technology and Innovation; Lisa Smith,

Director of People and Culture; Amber Fisher, Executive Assistant, Office of the Executive Director; and Katie O'Loughlin, Administrative Coordinator.

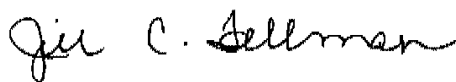
The Chair provided the following Executive Session Summary:

The Library Board of Trustees met in Executive Session to receive legal advice on specific legal questions, concerning the purchase, acquisition, lease, transfer or sale of property and discussion of strategy and instructions to negotiators with respect to the South County Library Expansion Project. The Trustees held those discussions, and this summary is provided as required by Colorado Statute.

The Chair noted that there was no formal action.

ADJOURNMENT

The Board meeting was adjourned at 8:23 pm.

A handwritten signature in black ink that reads "Jill C. Fellman". The signature is written in a cursive, flowing style.

Jill Fellman, Secretary