

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

November 17, 2022

CALL TO ORDER – REGULAR MEETING

The regular meeting of the Jefferson County Public Library Board of Trustees was held online via ZOOM and in-person at the Lakewood Library meeting room on November 17, 2022. Library Board of Trustees Chair, Kim Johnson, called the meeting to order at 5:34 p.m.

Other Trustees present: Pam Anderson (Vice-Chair), Jill Fellman (Secretary), Charles Jones Jeanne Lomba, Charles Naumer and Emelda Walker.

Trustees not present: All Trustees were present.

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; Kim McGrigg, Director of Communications and Engagement; Dan Wells, Director of Business Strategy and Finance; Amy Bentz, Assistant Director of Library Design Projects and Planning; Lizzie Gall, Assistant Director of Library Experience; Jennifer Reading, Assistant Director of Library Experience; Amber Fisher, Executive Assistant, Office of the Executive Director; and Katie O'Loughlin, Administrative Coordinator.

There were additional Library staff members attending the meeting.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

The Board values public participation. Those who would like to address the Library Board can do so virtually, in-person, or online. The opportunity to address the Library Board does not include a question and answer session or response. Additionally, the Library Board does not respond to anonymous questions or comments. Comments will be acknowledged in the minutes of the meeting.

There was no public comment and the public comment portion of the meeting officially closed at 5:38 pm.

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: Jill Fellman moved that the Library Board of Trustees approve the items on the consent agenda as presented. Seconded by Emelda Walker the motion passed by unanimous vote of all Trustees present.

Items on the Consent Agenda

- A. Minutes of October 20, Board Meeting
- B. Bibliotheca LLC- Self Check Kiosk Support and Maintenance Contract Amendment
- C. Sierra ILS, Innovative Interfaces, Inc. Contract Amendment 2023-2026

FOUNDATION UPDATE

Jo Schantz provided an update on the activities of the Foundation. The fall Whale of a Used Book Sale raised close to \$73,000 with 2,760 attendees. Colorado Gives Day is December 6. Last year the Foundation raised over \$30,000 in combination with the end of year appeal. Mark your calendars and make contributions. Jo recently joined the Lakewood Foothills Rotary Club and was initiated into the Philanthropic Educational Organization (PEO). PEO raises money to help fund scholarships for young women who are attending Warren Tech. Jo provided an update on grants.

The Chair and Trustee Fellman expressed appreciation for everything the Foundation does to support the Library.

EXECUTIVE DIRECTOR REPORT

A. Executive Director Report

There were no questions from the Board on the Executive Director's report.

B. South County Expansion Project Update

The Executive Director advised the Board that last month Kim McGrigg reported on the formal community engagement meetings and input to date. Since then, there were three other public meetings that the Library was invited to attend where public comment was taken; Foothills Parks and Recreation, Ken Caryl Metro District Board and Open Space Advisory Committee. Tom Hoby, Executive Director of Open Space, presented the same information that was shared with the Library Board last month. The Foothills Parks and Recreation and Ken Caryl Metro District meetings were on October 25. At the Foothills meeting three members of the public spoke in opposition, two of which were around prairie dogs and the Executive Director was able to answer questions from the Foothills Board. At the Ken Caryl meeting that same evening, two members of the public spoke in opposition and three members of the public spoke in favor. The Executive Director was also able to take and answer questions at the Ken Caryl meeting. In

general, there are 12-15 people actively opposing the site. At the Open Space Advisory Committee (OSAC) meeting, Trustee Anderson was also able to attend.

Trustee Anderson noted that about 10-12 people gave public comment. The agenda item was for information only and the Library was not asked to present information, make comments or answer questions. Trustee Anderson noted a couple of observations. One is how similar the Library Trustees are with the OSAC members in that all are appointed and volunteer to step up for our communities. The second observation is how different our approaches are to public comment. She noted that what she likes about the Library is the respect for the first amendment and the massive amount of community input we do on these projects. The Library provides a safe and radically welcome environment for civic discourse in public and she commended the Executive Director and Library staff for providing that space. Trustee Anderson stated that she is looking forward to the next opportunity with OSAC and is hopeful they give the Library an opportunity for presentation, answering questions, pro and con comments and a safe and radically welcoming space for the Library to dispel misinformation. Trustee Anderson looks forward to the opportunity to collaborate with OSAC in the future and to a more representative input process.

EXECUTIVE TEAM OPERATIONAL UPDATES

Business Strategy & Finance

Finance and Budget

A. 2023 Final Recommended Budget

The Executive Director introduced the topic and noted that the vote on the budget will be at the December Board meeting. Dan Wells, Director of Business Strategy and Finance, addressed the Board and presented the 2023 final recommended budget. Dan noted that he will give a recap on the first couple of slides in the presentation and then discuss the variances from the proposed budget to the final budget.

2023 Budget Highlights

- Accelerate improved services in underserved areas: South County and Northwest County Libraries
- Adding 18.5 FTE to support new South County Library
- Continue investments in Library collection, services, and infrastructure

The 2023 Budget aligns with the adjusted Facility Master Plan, prioritizing capital improvements that increase public use square footage with significant investments in capital projects next year and into the future. Adding the 18.5 FTE that are funded to support the new South County Library with hiring planned to align or adjust to updated project completion timelines. More information on FTE timing will be addressed later.

Long Term Financial Plan – A New Approach to Capital Projects

- Property Tax Revenue based on 4.5 Mills

- Prioritizing capital projects which add public space including South County Library & Northwest County Library
- Using Fund Balance Reserve to Accelerate Facility Master Plan

The Board’s direction to accelerate JCPL’s facility master plan is reflected in the 2023 budget, specifically in the 5-year capital plan and in the long-term financial plan. The budget prioritizes projects that add space for the community; it includes plans for two new libraries and the continuing renovation of existing facilities.

Changes from Proposed Budget to Final Budget

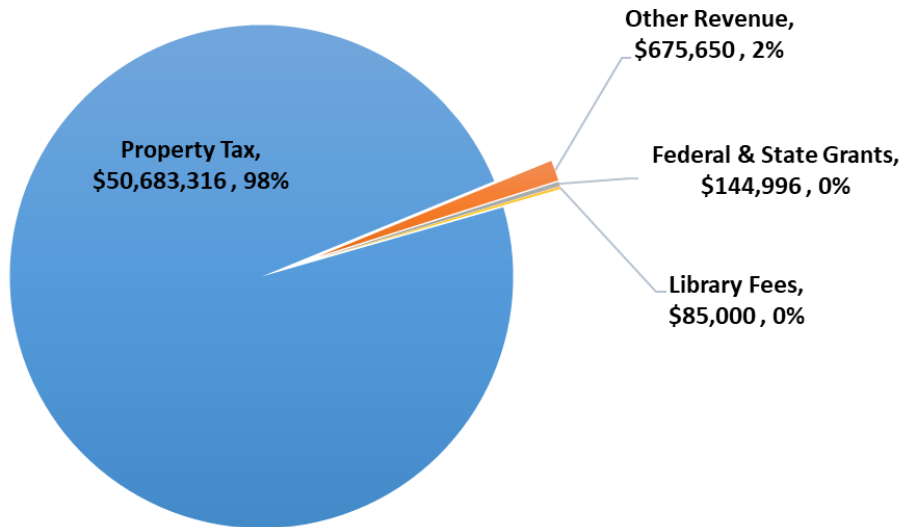
- Revenue Decreased by \$1.6M
 - Property tax revenue assumptions revised based on adjustments to assessment valuation
- Expense Decreased by \$228K
 - \$74.7K, decrease salary & benefit expense
 - \$153K, decrease interdepartmental charges expense

Each year there are changes from the proposed budget, which is presented in June/July to the final budget as estimates are refined and more information is received. There are two major areas of adjustment, property tax revenue and salaries and benefits expenses. For the 2023, revenue decreased by \$1.6 million. The decrease is associated with updated or actual assessed values received in August that came in lower than anticipated.

On the expense side, there is a decrease related to adjustments to salary and benefits estimates and interdepartmental charges specifically related to property insurance. The net effect is \$1.4 million from the June estimate.

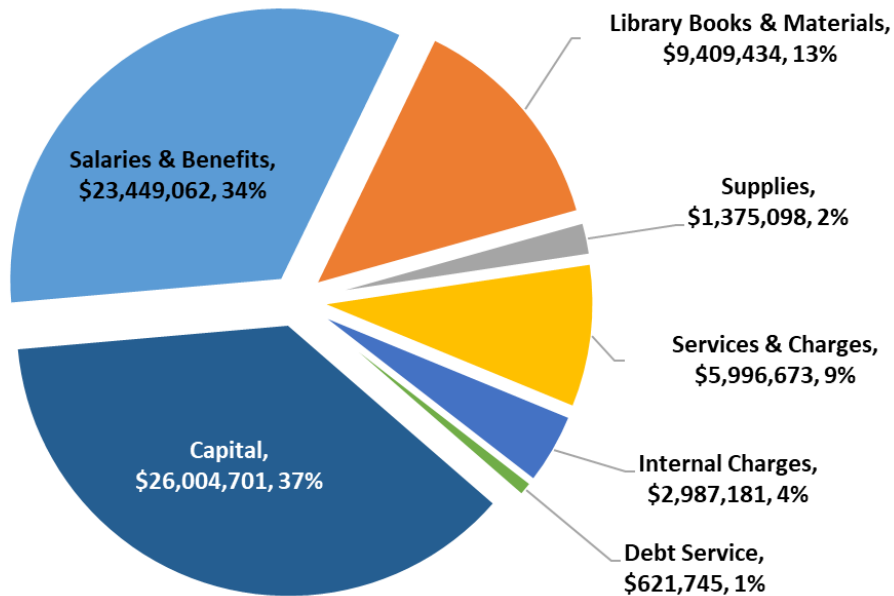
2023 Budget Total Projected Revenue: \$51,588,962

- Property tax revenue makes up the majority (98%) of JCPL revenue.
- Budgeted property tax revenue is based on the preliminary certification of value.
- Non property tax revenue is projected to be \$905,646.



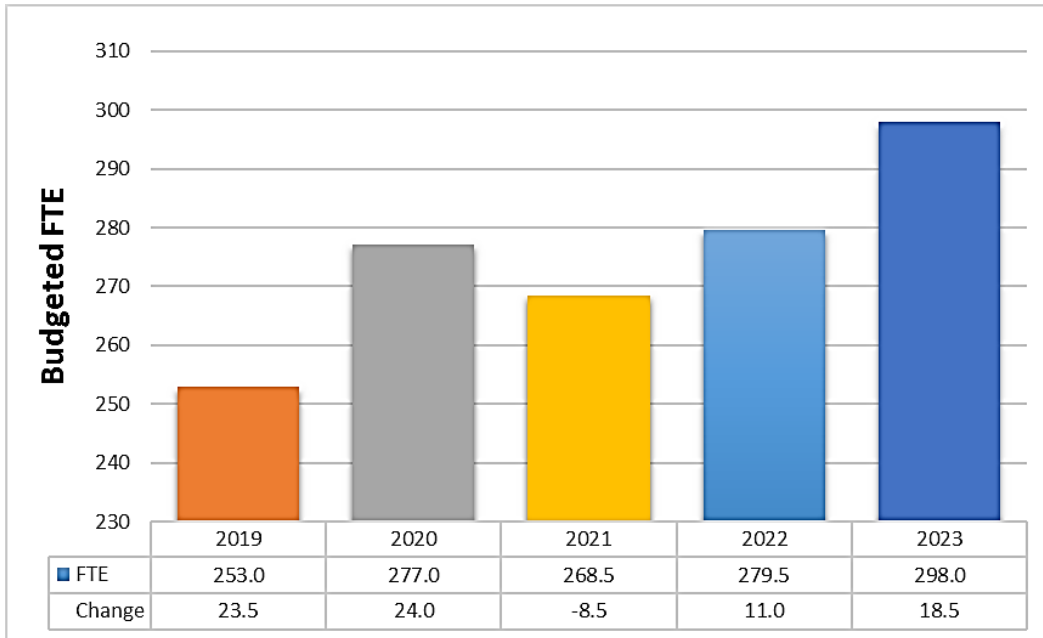
2023 Budget Total Projected Expenses: \$69,843,894

- Significant capital investment planned in 2023.
- Library collection remains a priority.
- Last year of debt service is 2024.
- Salaries & Benefits represent 54% of projected Operating Expenses.
- Capital and Library Books & Materials are 51% of total projected expenses in 2023.



Budgeted Positions Over Time

This chart shows standard positions over the past few years. The dip in 2021 was in response to COVID. The increase of 18.5 planned for 2023 represents the additional staffing to support the new South County Library.



2023 Capital Investments

- 95% of the 2023 Capital Improvements budget will be used for Capital Projects, including South County Library, Northwest County Library, Evergreen Remodel, and the Conifer Opportunity.
- 5% of Capital Improvement budget is designated for Annual Replacement & Maintenance (ARM) to help JCPL take care of existing assets and make improvements to the physical and technological infrastructure.
- \$20-\$22M in unspent capital expenditures will be targeted for carryforward from 2022; this underspend is driven by timing of South County Library, Northwest County Library and Evergreen Remodel.

Annual Replacement & Maintenance	
ARM-01 Capital Maintenance	\$ 250,000
ARM-02 Equipment Replacement	36,000
ARM-03 Computer 5-year Replacement Plan	250,000
ARM-04 Book Sorter Replacement	350,000
ARM-05 IT Infrastructure Replacement	350,000
Total ARM	\$ 1,236,000
Capital Projects	
Northwest Count Library	\$ 9,989,475
South County Library	8,698,826
Evergreen Remodel	3,520,000
Library Conifer Opportunity	2,500,400
Offsite Services	60,000
Total Capital Projects	\$ 24,768,701
Total Capital Improvement Plan	\$ 26,004,701

Next Steps

The Board of County Commissioners did adopt the 2023 budget on November 15, 2022. The next step is for the Library Board Trustees to authorize the 2023 spending plan at the December 8, 2022 Library Board meeting.

In response to questions the Board was advised that:

- 2023 is the second year assessment cycle
- Regarding the long term financial plan, the Library is expecting to underspend in this year's budget (2022) and that will likely be an offset to the \$1.6 million revenue reduction. Other revenue this year is outperforming expectations and that variable may offset that as well. There are a few potential headwinds, but the Library does not see much of an impact in 2023 and out years.

The Chair advised the Trustees that they will adopt the revised budget at next month's meeting and if they have any questions later, to email her and she'll get answers to those questions.

B. Financial Review (September)

There were no questions from the Board about the September financials.

C. Financial Report (October)

Dan Wells addressed the Board and provided information on the October monthly financials. Property tax revenue of \$57,050 and \$51,746 was recorded in September and October, respectively, bringing Year-to-Date property tax revenue recorded to \$51.7M, or 98.6% of the budgeted amount. Total revenue through October is \$52.66M of the \$52.95M budgeted, or 99.5%. Through the end of October, the Library has received funding of \$104,747 from the Library Foundation. This has remained unchanged since June. With the Foundation's new resource, the Library expects to get caught up soon. In-kind support provided to the Foundation by the Library in 2022 through October is valued at \$72,886, a ratio of 1.44. Operating expenses

in October continue to trend favorably to the budget. Capital projects continue to move forward, with extended timing of major building projects delaying capital expenditure compared to plan. All capital projects underway are fully funded.

There were no questions from the Board about the October financials.

Communications & Engagement

A. Northwest Jefferson County Update

- Demographics Update
- Stakeholder Insights Summary

Stakeholder Insights - Progress to Date

- Retained EUA
- Conducted stakeholder interviews
 - More than 30 prominent stakeholders
 - Elected officials, community leaders, JCPL Board of Trustee members, and other influencers
- Created Stakeholder Insights Summary

Kim McGrigg, Director of Communications and Engagement addressed the Board and provided information on the Northwest Jefferson County project. One of first major deliverables for the Northwest Jefferson County project was to engage the community. Tonight, we will give an update on the progress to date. In August the Board authorized the Executive Director to amend the contract with EUA to include community engagement for Northwest Jefferson County. During September and October, members of JCPL's leadership team conducted stakeholder interviews to understand community needs. As part of this broader listening strategy interviews were held with more than 30 prominent stakeholders including elected officials, community leaders, JCPL Board of Trustee members, and other influencers.

Stakeholder Engagement Questions

Questions we asked were centered around what people wanted to see to make this library uniquely valuable and what services are valued in the region. We heard things about the businesses in the area, who else we should be talking to, who our partners might be, and potential locations and areas. From that input we gathered common themes.

Common Themes

- The interviewees regularly discussed existing JCPL programming/offerings that would benefit the Northwest Jefferson County community.
- The interviewees discussed opportunities for engagement with local businesses specific to this area.
- The interviewees identified various characteristics of the community and the impacts of COVID-19.

The first theme included the interviewees regularly discussing existing JCPL programming and offerings that would benefit the Northwest Jefferson County community. These programs are spaces or services which are commonly seen throughout JCPL libraries and included requests for after school programs, community event space, infrastructure, Wi-Fi and technology equipment and training on how to use technology and other services like the laptop lending program.

The second theme was ways we could engage with businesses. Some ideas came up around cultivating and supporting the entrepreneurial ecosystem with books, programming and spaces (co-working) to support that work.

The third theme was around the characteristics of the community specific to that region and the continuing impact of the pandemic. In this we heard about the growing senior population and shift in community makeup that we are seeing across the county as well – a call for services, mental health and literacy as well as a continuing commitment on equity access and multilingual options.

Potential Properties

When searching for a site stakeholders identified a couple of issues to keep in mind. The highest demand properties in the Northwest portion of Jefferson County are those with infrastructure in place, however, these are limited in quantity so there is a large population of the community missing technology and other infrastructure. Public transportation is also an issue in the area as there are limited routes. All of this detail was shared with Julianne Rist and Steve Chestnut as they begin their site search. Boiled down, it is centered to just a few areas where the growth is happening; Highway 72, 93, Candelas Parkway and Indiana Street.

Community Engagement Next Steps

- Additional Stakeholder Outreach
 - Other organizations and individuals who might also lend valuable insight
 - Potential partners
- Staff Engagement
- Public Engagement

During the interviews, stakeholders provided names of organizations and individuals who might also lend valuable insight to the Library. Stakeholders provided input on potential partners for JCPL to contact. Those suggestions range in variety from specific individuals to organizations within the Northwest Jefferson County region. Next, we have staff engagement and public engagement. All of this feedback will be incorporated into the final engagement report that will be brought back to the Board.

In response to questions the Board was advised that:

- Services specific to the Northwest Jefferson County library will be developed through the program of service with information from the stakeholder, community and staff engagement. The Library uses the program of service to determine what spaces and services will be provided at this library.

Northwest Jefferson County Demographics Update

Julianne Rist, Director of Public Services, addressed the Board and provided information on some changes in demographic data. At the Board of Trustees meeting in July 2022, we presented the need for a new library in Northwest Jefferson County along with the anticipated library service area and proposed property search boundaries. Since that presentation, our data sources have been updated to include 2020 Census numbers and the new 2020 Census tracts and we wanted to inform the board about some changes in datapoints. Since we have new Trustees who were not here in July, we will first do a brief recap of the Northwest Jefferson County Library.

JCPL Footprint Today

- JCPL operates 10 library locations plus a Bookmobile, Express Library, holds lockers, lending machine, and a robust virtual presence.
- JCPL is currently seeking a location for a new library in South Jefferson County .
- The new Northwest Jefferson County library will bring our total to 12 locations and addresses growing demand in the region.

Our data and observations told us that Northwest Jefferson County was an underserved area in our community. The original 2018 Facility Master Plan (FMP) identified both the southern region and northwest region of the county as areas that were underserved and recommended additional library services in both of these regions. The 2022 update of the FMP revalidated the need for library services in both regions. In 2021 when the Board asked the library to accelerate the FMP, we moved up adding a library location in Northwest Jeffco. Knowing that a building project would take some time, these two areas also became a focus for offsite services. The Northwest Jeffco library is currently a 2022 strategic project.

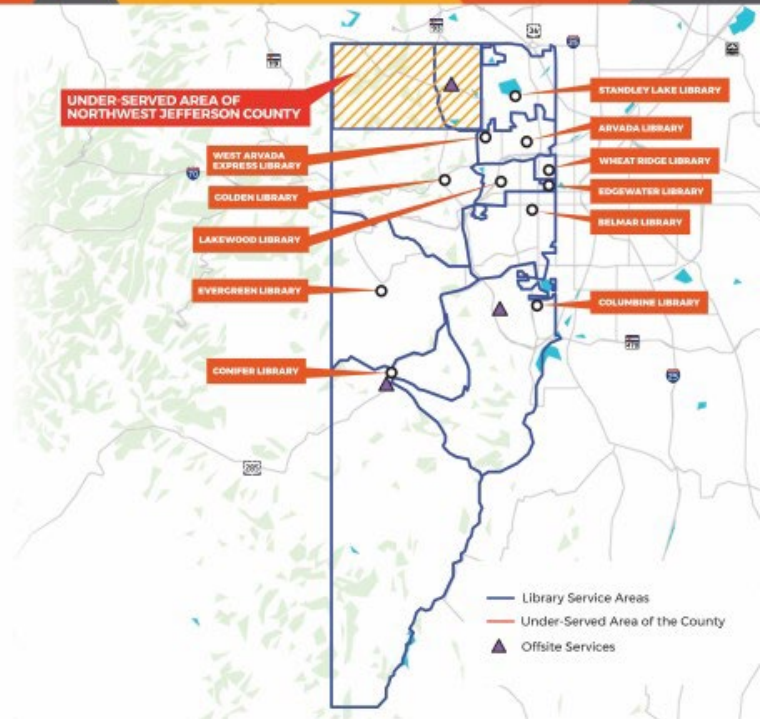
Northwest Jefferson County Service Area

The state's definition of a Library Service Area (LSA) is the geographic area for which a public library has been established. For JCPL this is all of Jefferson County and our population includes all residents of Jefferson County.

JCPL designates individual Library Service Areas within the county. These individual LSAs are defined by where card holders live and the library that they use. The LSA is used to guide the operations of each location. We use the LSA to understand market engagement, where there are opportunities for new cardholders and what services are needed based on who is using the library. We utilize data from Savannah software to inform us the about current use of the library

by our residents. We expect that the LSA for the new location will pull residents from three existing libraries, Standley Lake, Arvada and Golden. We expect people who will use the new location to live in the area on the map with the yellow diagonal lines.

Northwest Jefferson County Library Service Area



Household Growth

Our sources and vendors updated their data reflecting 2020 census numbers and updated census tracts in August. When this occurred, discrepancies were noted between previous projections and the new data. Since the new data was released, we have talked with and received data from DRCOG, City of Arvada Economic Development, Jefferson County Economic Development Council, Jefferson County Geographic Information System (GIS) department, and the Colorado State Demographer.

In July the 2020 numbers for households in Northwest Jeffco was 13,000 and the county household number was 248,500. Since learning about this adjustment in projected households, staff has reviewed the new data and verified these changes from various sources. The reasons for this change are many. Growth slowed from what was originally projected. The release of the 2020 census date was delayed and when it was available to be utilized there was an impact to projected growth not only for Northwest Jeffco, but the county and state as a whole. Additionally, the Census collected data in a new way. While the numbers are slightly smaller the Northwest Jeffco region is still forecasted to grow faster than the rest of the county.

Household Growth

Updated Data (as of Oct. 2022)

Households	2020	2030	2040	2050
Northwest Jefferson County Source: DRCOG	10,800	14,700	16,400	17,400
Jefferson County Source: State Demographer	235,729	256,382	266,749	272,191

This region is still expected to grow faster than the rest of the Jefferson County.

Population Growth

From the state level down, growth projections have slowed due to a variety of factors. With the help of DRCOG and the State Demographer, we have projected potential growth through 2050. The numbers on the left were the 5-year projected growth rate in July, while the numbers on the right are the projected growth rates based on the new data from 2020–2050. Northwest Jeffco is still shown as growing about 3 times faster than the rest of the county. The main growth is projected to be between now and 2040. This tells us that now is the time for opportunities to find land and that if we wait, we will be past the fastest growth in Northwest Jeffco and we will not have the best choices for a location for a new building. Our choices will be more limited later.

We will want to ensure flexibility at each decision point and for the future. We still want to purchase 5-10 acres based on the site criteria proposed in July. As we take our annual look at the Facility Master Plan, we will want to ensure that we plan for flexibility and the long-term future. There are many ways to plan for this such as evaluating the size of the building, and planning for a building that can be expanded. We will be monitoring each release of new census updates and rerunning data each time to monitor if anything changes at each update.

Comments and conversations from stakeholder interviews revalidated the need for a library in this area. Staff tours and conversations with developers confirm rapid growth and new construction in the region.

Population Growth

Data presented in July 2022

Projected growth rates	2021 -2026
Northwest Jefferson County	17.8%
Jefferson County	4.3%

Updated Data (as of Oct. 2022)

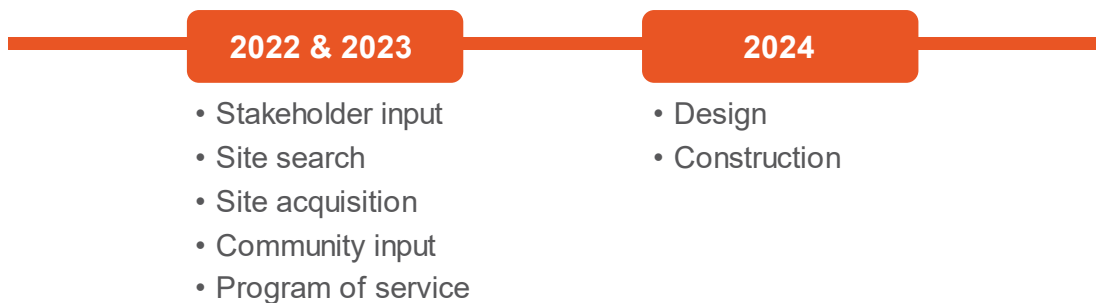
Projected growth rates	2020 - 2030	2030 - 2040	2040 - 2050
Northwest Jefferson County Source: DRCOG	36.11%	11.56%	6.10%
Jefferson County Source: State Demographer	8.76%	4.04%	2.04%

This region is still expected to grow faster than the rest of the Jefferson County.

Timeline

This is the first stage of our community engagement. Success for the Northwest Jefferson County Library depends on community input. JCPL wants to build a destination that provides easy access to the services the community wants and needs. We will invite all community members to share their ideas

Timeline



In response to questions the Board was advised that:

- The community input process for South County was approximately one month.
- For the Northwest Jefferson County project, the Library will first look for a site and, with Board approval for the site, the Library will continue with the public community engagement.
- The public community engagement timeline will depend on the site search timeline.

- The State growth rate is similar to the County growth rate.
- The Library will continue its work with the demographics. There is a workshop coming up where the Library hopes to learn more about the issues around undercounting, the impact of the pandemic and what happened there with data collection. Also, the privacy differential that separates person from data that resulted in some households reported as less than one, which is impossible, and what skewed it, the lowering of the birth date, aging population and people moving in.

The Library received a thumbs up from the Board to continue to moving forward with the site search.

ITEMS REMOVED FROM THE CONSENT AGENDA

No items were removed from the consent agenda.

EMERGING ISSUES

The Chair advised the Board that typically there is a joint meeting with the Foundation Board in November. As part of our meeting planning, we decided to work on having a joint meeting with the Chair and Executive Director of the Foundation with the Library Chair, Executive Director and Foundation Liaison. The Chair noted that she will be in touch with the Trustees on that joint meeting.

ENDS

There were no items.

BOARD GOVERNANCE

- Trustees review 2023 Board Governance Process Calendar for adoption at the December 8, 2022 Board meeting.

The Chair asked the Trustees to review the 2023 Board Governance Process Calendar that will come to the Board for adoption at the December Board meeting. The Chair noted that more information about this will be included in the orientation for the new Trustees.

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.

The Chair noted that the Library Board usually has a social holiday gathering, and she will be reaching out to the Trustees to see if we can get something scheduled.

The Chair advised the Trustees that they will be receiving 2023 meeting invitations via their email accounts. There will be more invitations than usual as there were some adjustments to the usual schedule.

The Chair reminded the Trustees of the November 28 joint meeting with the Board of County Commissioners and asked for a count of Trustees who will attend. Trustees Fellman, Naumer, Walker and Anderson will attend. The Chair advised the Trustees that the South County project is on the agenda. There were no further suggestions for agenda items.

2022 Board Meeting Schedule

- November 28, 2022 – Joint BCC & Library Board meeting – 11:00 am. WebEx information to be provided.
- December 8, 2022 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room

2023 Board Meeting Schedule

- January 12, 2023 – Study Session – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- January 19, 2023 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- February 9, 2023 – Study Session – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- February 16, 2023 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room

The 2023 Adopted Board Meeting Schedule was provided in the information packet.

ANNOUNCEMENTS/GENERAL INFORMATION SHARING

There were no items.

EXECUTIVE SESSION:

At 6:41 pm, the Chair called for a motion to adjourn the regular meeting and reconvene in Executive Session.

MOTION: Pam Anderson moved to adjourn the regular meeting of the Library Board of Trustees and reconvene in Executive Session pursuant to:

A. South County Library Expansion Project. Statutory citations authorizing an executive session for this topic are:

- Pursuant to 24-6-402(4)(a) Concerning the purchase, acquisition, lease, transfer or sale of Property.
- Pursuant to 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 10 minute break to allow the Board and staff time to clear the room, leave the existing ZOOM meeting and then join the Executive Session at 6:53 pm.

The Chair called the Executive Session to order at 6:52 pm with the following Trustees present, Pam Anderson, Jeanne Lomba, Jill Fellman, Charles Jones, Charles Naumer and Emelda Walker. Also present were Donna Walker, Executive Director; Julianne Rist, Director of Public Services; Steve Chestnut, Director of Facilities and Construction Projects; Kim McGrigg, Director of Communications and Engagement; Dan Wells, Director of Business Strategy and Finance; Bernadette Berger, Director of Technology and Innovation; 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 7:49 pm Pam Anderson 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.

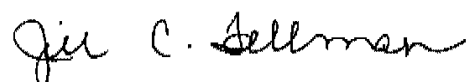
At 7:52 p.m. the Chair reconvened the regular meeting with the following Trustees present: Pam Anderson, Jeanne Lomba, Jill Fellman, Charles Jones, Charles Naumer and Emelda Walker. Also present were Donna Walker, Executive Director; Julianne Rist, Director of Public Services; Steve Chestnut, Director of Facilities and Construction Projects; Kim McGrigg, Director of Communications and Engagement; Dan Wells, Director of Business Strategy and Finance; Bernadette Berger, Director of Technology and Innovation; and 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 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.

ADJOURNMENT

The Board meeting was adjourned at 7:53 pm.



Jill Fellman, Secretary