

**Minutes of the Special Meeting of the  
JEFFERSON COUNTY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
August 14, 2025**

**CALL TO ORDER – SPECIAL MEETING**

The special meeting of the Jefferson County Public Library Board of Trustees was held online via ZOOM and in-person in the Lakewood Library meeting room on August 14, 2025. The executive session was held in the Pam Nissler Conference room in Library Administration. Library Board of Trustees Chair, Kim Johnson, called the meeting to order at 5:30 p.m.

Other Trustees present: Emelda [Bing] Walker (Vice-Chair), Charles Jones (Secretary), Pam Anderson, Renny Fagan, and Jill Fellman.

Absent: All Trustees were present.

Staff present: Donna Walker, Executive Director; Matt Griffin, Chief Strategy & Operating Officer; Bernadette Berger, Chief Technology & Digital Innovation Officer; Julianne Rist, Library Planning & Policy Senior Advisor; Lisa Smith, Chief People & Culture Officer; Cynthia Kiyotake, Chief Libraries & Inclusion Officer; Elise Penington, Director of Communications and Engagement; Amber Fisher, Executive Assistant; Katie O'Loughlin, Administrative Coordinator Supervisor; Ryan Turch, Technology and Innovation Operations Supervisor.

**APPROVAL OF AGENDA**

**MOTION:** Jill Fellman moved that the Library Board of Trustees approve the agenda as presented. Seconded by Emelda Bing Walker, the motion passed by unanimous vote of all Trustees present.

**BOARD SCHEDULE – NEXT MEETINGS**

2025 Board Meeting Schedule

- August 14, 2025 – Study Session Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- August 21, 2025 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- September 11, 2025 – Study Session Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- September 18, 2025 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room

**EXECUTIVE SESSION:**

At 5:32 pm, the Chair called for a motion to adjourn the special meeting, reconvene in Executive Session and adjourn the special Board meeting at the conclusion of the Executive

Session.

**MOTION:** Pam Anderson moved to adjourn the Special meeting of the Library Board of Trustees, reconvene in Executive Session AND adjourn the Special Board meeting at the conclusion of the Executive Session. Topics and Statutory citations authorizing an executive session are:

(1) Library Services for the Wheat Ridge Community

- 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.
- Pursuant to 24-6-402(4)(e)(I) for discussion of strategy and instructions to negotiators.
- Pursuant to 24-6-402(4)(a) Concerning the purchase, acquisition, lease, transfer or sale of Property.

(2) TIF Intergovernmental Agreements 1 and 2; and Naming Agreement

- 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.

(3) Collective Bargaining. Statutory citation authorizing an executive session for this topic:

- Pursuant to 24-6-402(4)(e)(I) for discussion of strategy and instructions to negotiators.

Seconded by Renny Fagan the motion passed by unanimous vote of all Trustees present.

The Chair announced a short break to allow the Board and staff to clear the room, leave the existing ZOOM meeting and then join the Executive Session in the Pam Nissler Conference room in Library Administration at 5:45pm.

The Chair called the Executive Session to order at 5:44 pm with the following Trustees present: Kim Johnson, Pam Anderson, Renny Fagan, Jill Fellman, Charles Jones and Emelda (Bing) Walker. Also present were Kurt Behn, County Attorney's Office; Donna Walker, Executive Director; Steven Spirn, Consultant; Lisa Smith, Chief People & Culture Officer; Cynthia Kiyotake, Chief Libraries & Inclusion Officer; Matt Griffin, Chief Strategy & Operating Officer; Bernadette Berger, Chief Technology & Digital Innovation Officer; Elise Penington, Director of Communications & Engagement; Julianne Rist, Library Planning & Policy Senior Advisor; and Amber Fisher, Executive Assistant.

It is noted that the session was recorded and that the recording will be retained for the required 90 days.

## **CALL FOR ADJOURNMENT OF EXECUTIVE SESSION**

**MOTION:** Emelda Bing Walker moved to adjourn the executive session. Seconded by

Pam Anderson, the motion passed by unanimous vote of all Trustees present.

The Chair adjourned the executive session at 8:22 pm.

It is noted that the Library Board of Trustees met in Executive Session concerning Library Services for the Wheat Ridge Community

- 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.
- Pursuant to 24-6-402(4)(e)(I) for discussion of strategy and instructions to negotiators.
- Pursuant to 24-6-402(4)(a) Concerning the purchase, acquisition, lease, transfer or sale of Property.

(2) TIF Intergovernmental Agreements 1 and 2; and Naming Agreement

- 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.

(3) Collective Bargaining. Statutory citations authorizing an executive session for this topic:

- Pursuant to 24-6-402(4)(e)(I) for discussion of strategy and instructions to negotiators.

The Trustees held those discussions, and this summary is provided as required by Colorado Statute.

A handwritten signature in black ink, appearing to read "Charles Jones". The signature is fluid and cursive, with the first name "Charles" and the last name "Jones" clearly distinguishable.

Charles Jones, Secretary

