

**Minutes of the Special Meeting of the
JEFFERSON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
February 9, 2026**

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 February 9, 2026. Library Board of Trustees Chair, Kim Johnson, called the meeting to order at 5:30 p.m.

Other Trustees present: Charles Jones (Secretary), Pam Anderson, Renny Fagan, and Jill Fellman.

Absent: Nikki Jain Brown and Emelda Bing Walker.

Staff present: Donna Walker, Executive Director; Bernadette Berger, Chief Information Officer; Lisa Smith, Chief People & Culture Officer; Kirsten Ruiz, Chief Strategy & Operations Officer; Elise Penington, Director of Communications and Engagement; Julianne Rist, Library Planning & Policy Senior Advisor; Matt Griffin, Finance & Strategy Consultant; Jessica Paulsen, Assistant Director of Public Services for Customer Experience; Padma Polepeddi, Assistant Director of Libraries & Inclusion for Community Outreach; Lizzie Gall, Assistant Director of Public Services for Resources and Programs; Amy Bentz, Assistant Director of Library Design Projects and Planning; Brad Green, TDI Systems and Security Manager; Cheryl Murphy, TDI Service Manager; Amber Fisher, Executive Assistant; Katie O’Loughlin, Administrative Coordinator Supervisor; and 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 Pam Anderson, the motion passed by unanimous vote of all Trustees present.

EXECUTIVE SESSION:

At 5:32 pm, the Chair called for a motion to recess the special meeting and reconvene in Executive Session.

MOTION: Pam Anderson moved to recess the Special meeting of the Library Board of Trustees and reconvene in Executive Session. Topic and Statutory citation authorizing an executive session are:

Collective Bargaining.

- 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.

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

The Chair announced a 5 minute break to allow the Board and staff to clear the room, leave the existing ZOOM meeting and then join the Executive Session.

The Chair called the Executive Session to order at 5:36 pm with the following Trustees present: Kim Johnson, Renny Fagan, Charles Jones, Pam Anderson and Jill Fellman. Also present were Donna Walker, Executive Director; Eric Butler, County Attorney's Office; Lisa Smith, Chief People & Culture Officer; Matt Griffin, Finance & Strategy Consultant; Bernadette Berger, Chief Information Officer; Elise Pennington, Director of Communications & Engagement; 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: Jill Fellman 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 5:48 pm.

It is noted that the Library Board of Trustees met in Executive Session concerning Collective Bargaining. Statutory citations authorizing an executive session for this topic:

- 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.

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

The Chair reconvened the special meeting at 5:52 pm.

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.

The Chair advised the Board that no online form public comments were received and there were no in-person or online signups for public comments.

The Chair closed the public comment portion of the meeting at 5:53 pm.

People & Culture

A. Collective Bargaining Agreement

The Executive Director introduced the topic and advised the Board that the union voted yes on the Collective Bargaining Agreement and the Library is moving to the next step in the process which is a vote by the Library Board of Trustees. The Executive Director acknowledged the bargaining teams, Board and everyone who supported the work to get to this important milestone in JCPL history.

Lisa Smith, Chief People & Culture Officer presented information on the Collective Bargaining Agreement between the Jefferson County Public Library and the American Federation of State, County, and Municipal Employees (AFSCME).

In response to questions, the Board was advised that:

- Two very important pieces in the agreement include compensation and the formation of a labor management committee. The committee establishes a structure for ongoing conversations. The members of the committee will work together and bring recommendations to JCPL leadership.
- JCPL currently has an incident reporting system and certain people get reports to respond to and provide backup. Incident reports will open to everyone in the organization for transparency. JCPL will be providing training in the next couple of months so staff understand the expectations around having access to this information. The formation of a safety, health and security committee will provide opportunity for staff to continue to address issues. JCPL will look at expanding staff in that area in the next staffing assessment.
- The union had a concern that the library could at some point engage in layoffs based on future finances. This provision is intended to limit the period of time the Library could do that until within 2 years of a budget cycle. For instance if the financial analysis for 2030 indicates insufficient funds to pay all staff the Library would not be able to contemplate layoffs until the 2028 budget cycle.
- The duration of the agreement is from the date it is fully ratified by all parties to December 31, 2028. Issues could continue to be brought up in the labor management committee and actual negotiation could possibly happen but would be very limited. Compensation would be discussed during the budget cycle and it is possible there would be wage reopeners. When we approach December 31, 2028 we would get together and look at the contract.
- The Executive Director will make a request for the exact union voting results.
- The Library is working on an entire wage scale for pages. The scale will have 4 quartiles

based on seniority, 1-5 years, 5-10 years, etc. Everyone in that pay category will shift to that wage scale.

- Staffing minimums are per location for patron facing positions. The Library is working with the Libraries and Inclusion team on implementation and impacts moving forward. As new branches come on line the labor and management committee would review staffing minimums and make recommendations to Library leadership.

AUTHORIZE COLLECTIVE BARGAINING AGREEMENT

Renny Fagain moved that the Library Board of Trustees adopt Resolution LB-02-09-26 approving the tentative agreement between the Jefferson County Public Library (Library) and the American Federation of State, County, and Municipal Employees (AFSCME) dated January 27, 2026, and authorizing the Executive Director to execute any documents necessary to effectuate the agreement. Seconded by Jill Fellman the motion passed by unanimous vote of all Trustees present.

On behalf of the Library Board, the Chair expressed congratulations and appreciation to the negotiating teams and everyone who dedicated a lot of time and effort to reach this agreement. As was the Board's intent from the outset, the Trustees believe the agreement supports employees and aligns with the operational needs, long term sustainability and our shared values.

There were no emerging issues.

The Chair noted that the February 12 Study Session would be cancelled.

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.

2026 Board Meeting Schedule

- February 19, 2026 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- March 12, 2026 – Study Session – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- March 19, 2026 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- April 9, 2026 – Study Session – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- April 16, 2026 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room

The Chair adjourned the special meeting at 6:18 pm

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" written in a single continuous stroke.

Charles Jones, Secretary