

**Minutes of the Special Meeting of the
JEFFERSON COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES
April 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 March 12, 2026. 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), Pam Anderson, Renny Fagan, Jill Fellman and Charles Jones.

Absent: Nikki Jain Brown

Note: Trustee Pam Anderson joined the meeting at 5:35 pm as noted below in the minutes.

Staff present: Donna Walker, Executive Director; Bernadette Berger, Chief Information Officer; Lisa Smith, Chief People & Culture Officer; Kirsten Ruiz, Chief Strategy & Operations Officer; Cynthia Kiyotake, Chief Libraries and Inclusion Officer; Elise Penington, Director of Communications and Engagement; Julianne Rist, Library Planning & Policy Senior Advisor; Jessica Paulsen, Assistant Director of Public Services for Customer Experience; 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; Kelci Rude, 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 Emelda Bing Walker, the motion passed by unanimous vote of all Trustees present.

Strategy and Operations

Facilities and Construction Projects

A. Intergovernmental Agreement (IGA) for Arvada Library Emergency Egress and Maintenance.

Amy Bentz, Assistant Director of Library Design Projects and Planning addressed board and provided information on the Arvada Library Emergency Egress and Maintenance IGA.

Note: Trustee Pam Anderson joined meeting at 5:35 pm

In response to a question, the Board was advised that the fence is on Arvada City property. The Library is planning to have conversations with the City of Arvada on the height of the

fence, and investments and improvements made by the Library.

The Chair noted that approval of the Intergovernmental Agreement is on the consent agenda for the April 16 Board meeting.

Libraries and Inclusion

A. Jefferson County Public Health & JCPL Memorandum of Understanding - Pilot of JCPL Location for Field Delivered Therapy (FDT)

Cynthia Kiyotake, Chief Libraries and Inclusion Officer addressed the Board and presented information on the Memorandum of Understanding between JCPL and Jefferson County Public Health (JCPH). JCPH approached the Library with an opportunity to collaborate with a new field delivered therapy combating syphilis in Jeffco which is on rise. The library is seen as a neutral, welcoming space for patients from underserved population to get their treatments. JCPH also plans to use their new mobile van once it becomes available. JCPL is only providing the location and is not involved at all with patients. If patients choose the library location, JCPH calls the library to book a study room. No names will be used to reserve the study room. The library can provide brochures and a phone number for people wanting to learn more. JCPH anticipates only using library a couple times per month during the three months long trial to see if this does fulfill their wishes to be a neutral site and serve an underserved population.

In response to questions, the Board was advised that:

- The mobile van for this services is not quite ready. The pilot project is May, June and July and the services may be provided through a library study room and van when the van becomes available.
- The treatment will not take place in the study room. Patients will meet JCPH in the study room and treatment will take place in a nearby restroom.
- The service is for people age 18 and older.
- JCPL is only providing the location.

The Chair noted that this item will be on the regular agenda for the April 16 Board meeting and advised the Trustees to send her any questions that may come up in the meantime.

EXECUTIVE SESSION:

At 5:31 pm, the Chair called for a motion to recess the special meeting and reconvene in Executive Session.

MOTION: Emelda Bing Walker 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:

Topic: Executive Director Recruitment. Statutory citations authorizing an executive session are:

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

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: Emelda Bing Walker, Renny Fagan, Pam Anderson and Jill Fellman. Also present were Donna Walker, Executive Director; Kurt Behn, County Attorney's Office; Lisa Smith, Chief People & Culture 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: Emelda Bing Walker moved to adjourn the executive session and reconvene the Special meeting. Seconded by Jill Fellman the motion passed by unanimous vote of all Trustees present.

The Chair adjourned the executive session at 6:27 pm.

It is noted that the Library Board of Trustees met in Executive Session concerning
Topic: Executive Director Recruitment. Statutory citations authorizing an executive session are:

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

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

The Chair reconvened the special meeting at 6:29 pm.

There were no emerging issues.

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

- April 16, 2026 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location:
- May 14, 2026 – Study Session – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- May 21, 2026 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- June 11, 2026 – Board Meeting – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room
- June 18, 2026 – Study Session – 5:30 pm Hybrid: Virtual via ZOOM. In-Person Location: Lakewood Library Meeting Room

The Chair adjourned the special meeting at 6:31 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" clearly distinguishable.

Charles Jones, Secretary