

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES

OF THE

BOULDER PUBLIC LIBRARY DISTRICT

Held: Tuesday, July 25, 2023, at 6:00 p.m. at Boulder Public
Library, 1001 Arapahoe Avenue, Boulder, Colorado.

Attendance

The special meeting of the Board of Trustees of the Boulder Public Library District was called and held as shown above in accordance with the statutes of the State of Colorado. The following Trustees, having confirmed their qualifications to serve on the Board, were in attendance:

Katharine (Joni) Teter
Benita Duran
Jennifer Yee
Cara O'Brien
Sylvia Wirba
Sam Fuqua

Absent: Trustee Doug Hamilton

Also present were Kim J. Seter, Esq., Marissa M. Peck, Esq. (via Zoom), and Kelly Hansen, Legal Assistant, from Seter & Vander Wall, P.C.; David Farnan, Director of the Boulder Public Library; and Jennifer Phares, Boulder Public Library. Jennifer Phares assisted with the operation of the remote attendance. Drew Brookhart, Director of Gunnison County Libraries, Bob McCool with Ariel IT Services, and Aimee Kane with COB Equity were also present.

Call to Order

Trustee Teter called the meeting to order at 6:00 p.m. noting that a sufficient number of appointed trustees were present to create a quorum authorized to act on behalf of the District.

Public Comment

Mr. Drew Brookhart updated the Board regarding Gunnison County Library's ("GCL") involvement in litigation related to requests for information under the CORA Act and library user's rights to privacy. GCL is currently seeking guidance from the courts about whether personally identifying information contained in a form requesting that library materials be removed from the library collection is protected under privacy laws. When such a form is submitted by a user, it is passed onto the

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Board for consideration and action. GCL is arguing that the form, once filled out and under consideration by the Library Board, is a public document and thus not protected by privacy laws.

Mr. Brookhart encouraged the Trustees to attend the Court of Appeals argument the following day. Kim Seter, the Library District Attorney will be arguing for Gunnison. He also answered questions from the Board related to the procedural history of the case.

IT Consultant Introduction -
Bob McCool with Ariel IT
Services

Mr. David Farnan introduced Mr. Bob McCool, a consultant with Ariel IT Services. Mr. McCool shared his experience working with the City of Boulder and explained his role, which will mainly focus on any IT-related terms incorporated into the IGA negotiations. Mr. McCool will also assist with any technology migration RFPs. He informed the Board that the City will present their IT succession plan to the District in two weeks' time.

Review and Consider
Adoption of City of Boulder
Equity Plan

Mr. Farnan introduced Ms. Aimee Kane, the City of Boulder's Equity Manager. Ms. Kane guided the Board through the City's 2021 Racial Equity Plan ("REP"), included in the meeting packet. She provided an overview of the REP's genesis and the various considerations and data that were used to develop the REP. She emphasized the City's focus on developing tools that help operationalize racial equity practices and goals into everyday City operations.

The Board posed questions relating to using the City's REP as a framework for the District's own Racial Equity Plan. In response to a question from Trustee Yee, Ms. Kane explained that existing community partnerships and collaborations between the City and the library staff will have to be revisited and potentially renegotiated once staff transition to the District. Namely, the District may want to incorporate Library-specific considerations and goals into these partnerships. Ms. Kane encouraged the Board to consider purchasing a membership with the G.E.A.R Network which has a specific Library-focused section.

Trustee Teter shared that the library staff is eager to maintain any current collaborations with the City, and asked about the best way to achieve this goal. Ms. Kane explained that this will require a larger conversation around data-sharing.

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Mr. Farnan discussed the need to provide equity training for District employees, and asked about how the City schedules and implements these trainings. In response, Ms. Kane provided an overview of the City's three flagship trainings.

Following further discussion, Trustee O'Brien moved to adopt the five goals contained within the City of Boulder's Racial Equity Plan, with the intent to use those goals as a framework to develop the District's own Racial Equity Plan. Following second by Trustee Wirba, the Board approved the motion unanimously.

Approval of Minutes

The board considered approval of the minutes of the May 16, 2023 Organizational Meeting, the May 23, 2023 Special Meeting, and the May 30, 2023 Special Meeting. Following discussion, upon motion made by Trustee Wirba and seconded by Trustee O'Brien, the Board unanimously accepted the minutes as amended.

Director Updates

Mr. Farnan provided the Board with progress and updates. The Facilities Subcommittee does not have a final building report, however following recent meetings, the estimate for building maintenance, both preventative and ongoing, is much larger than previously anticipated. It is currently estimated to cost between \$9 to \$11 million. This estimate is based on recent inspections of Library facilities, which revealed that some buildings were in better shape than expected, while others were in worse shape than expected.

Mr. Farnan next updated the Board on his meeting with JP Morgan Banking. The Bank has a backlog that may delay bringing the District's account online. In order to avoid further delay, Trustee Wirba moved to approve signing the forms needed to open the account upon final resolution of account terms as determined by the President, Library Director, and the Secretary/Treasurer, in consultation with legal counsel. Upon second by Trustee Fuqua, the Board voted unanimously to approve the motion.

The Board was informed that an official draft of the employee handbook, with staff input incorporated, will be before the Board on August 11, 2023. In anticipation of this presentation, Trustee Yee mentioned the possibility of setting up a Trustee/Staff meeting to discuss the handbook and the benefits

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contained therein. Mr. Farnan expressed his belief that this would be well-received by staff. Mr. Farnan further informed the Board that a benefits broker has yet to be selected, but that this selection will have a big impact on the staff's input and the development of the benefits package. While there will be ample opportunity for staff to be educated on the benefits package, if the Trustees are interested in being more involved and hearing from the staff more directly, that can certainly be arranged.

The status of healthcare benefits and the selection of an HR and payroll system was discussed. The District likely will not continue using Workday (which is currently used by City) largely because Workday does not service employers with fewer than 300 employees. Instead, the District is likely to move forward with Human Resource Management, depending on how long the company estimates it will take to transition from Workday.

Responding to a question from Trustee Teter, Mr. Farnan informed the Board that he does not have a final financial model but that he is happy to share a summary of the system with the Board at the next meeting.

Subcommittee Updates

- Staffing Subcommittee

Trustee Fuqua updated the Board regarding the Staffing Subcommittee's discussions around changing "living wage" language in Section 2.2(a) the IGA. Mr. Seter agreed to modify the language in Section 2.2(a) of the IGA, replacing the current language with the following proposed language: the District "will strive to offer salaries, pay grades and benefits generally comparable to those provided by the City, and will take into account the high cost of living in Boulder County, subject to appropriation by the Board of Trustees."

Trustee Fuqua next updated the Board on meetings with Mr. Farnan related to staffing items previously discussed in the Library Director's report.

- Facilities Subcommittee

Trustee Teter shared that the City of Boulder is considering designating the Civic Area as a Historic District. She submitted a request to the City to schedule a meeting with the Facilities Subcommittee to explain what such a designation and change might mean for the Library District, whose Main Branch is located in the Civic Area.

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Trustee Matters

The Board discussed participation in the CALCON conference. Mr. Farnan explained that any Trustees who are interested in attending should request that he register them for the event.

Legal Counsel Status Report

Mr. Seter presented his written report, provided updates related to IGA negotiations and responded to questions from the Board. Trustee Teter updated the Board regarding the meeting with the County and the status of the IGA.

Adjournment

There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at approximately 7:37 p.m.



Secretary for the Meeting