

# RECORD OF PROCEEDINGS

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## MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES

OF THE

### BOULDER PUBLIC LIBRARY DISTRICT

Held: Tuesday, August 8, 2023, at 6:00 p.m. at the Meadows Branch of the Boulder Public Library, 4800 Baseline Road, 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  
Jennifer Yee  
Sylvia Wirba  
Doug Hamilton  
Sam Fuqua  
Cara O'Brien

Absent: Benita Duran.

Also present were Kim J. Seter, Esq., Seter & Vander Wall, P.C.; David Farnan, Director of the Boulder Public Library; and Jennifer Phares, Boulder Public Library. Kelly Hansen, Legal Assistant at Seter & Vander Wall, P.C. was also present. Jennifer Phares assisted with the operation of the remote attendance. Also present were Jennifer Douglas (via Zoom), Chief Innovation and Technology Officer; James Myas, Chief Information Security Officer; Mike Giansanti, Deputy Director of Innovation and Technology; Don Mulvey, Deputy Director of IT Infrastructure; and Paul Williams, Network Architect for the City of Boulder IT Department. Chris Barge and Andy Sandler from the Library Foundation were also in attendance.

#### Call to Order

Trustee Teter called the meeting to order at 6:05 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

None.

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Presentation by City IT Staff

Mr. Don Mulvey delivered the City IT Staff's presentation, focusing on the need to develop an overall strategy to ensure the clean separation of City and District IT services. Both Mr. Mulvey and Ms. Jennifer Douglas explained that the City of Boulder's IT Department does not have the ability to implement and/or agree to any IT terms. The District's decisions related to the IT transfer/migration must be embodied in the IGA negotiated with the City. Today's presentation is merely informative in nature and is meant to identify areas for Board consideration as it develops its IT plan.

During the presentation, Mr. Mulvey identified hardware, network, data, building systems, software and applications, servers, Microsoft tenant, and new contracts as particularly important and complex areas related to the transition from the City to the District. In particular, he shared the areas in which the District will not be able to continue to use the City's infrastructure, data, and network, stressing the need for the District to hire a consultant who will assist with the design, install, and operation of the District's IT systems. He further emphasized the need to comply with privacy and accessibility laws.

Following a question from Trustee Teter regarding the District's January 1 "clean separation" deadline, Mr. Mulvey expressed the view that this deadline was completely unrealistic, if not impossible. Mr. Kim Seter explained that there are various options available to the District, including extending the deadline or entering into licensing or leasing agreements with the City to ensure the continued operation of the library.

Consider Approval of Minutes of July 11, July 18 and July 26

The Board of Trustees deferred consideration and acceptance of July minutes to the following week.

Amendments to Trustee Bylaws

Upon motion by Trustee Wirba, seconded by Trustee Hamilton, the amendments to the Trustee Bylaws were unanimously approved having previously been distributed as required by the Bylaws.

Library Director Updates

Mr. Farnan shared his report and answered questions from the Board of Trustees. Following bids from four companies, he chose a candidate for the HR/IRS email system project. He expects to have a contract for the Board's review at the following meeting.

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Bids for the benefits bid broker contract closed on Friday and will be considered tomorrow. If a candidate is selected, Mr. Farnan expects to have a contract for Board review by August 22<sup>nd</sup>. Mr. Farnan stressed the importance of integrating the benefits broker as quickly as possible so that the benefits broker can provide input on the employee/staff handbook and other staff matters.

## Subcommittee Updates

Trustee Yee noted the staff and Trustee meeting is scheduled for after Labor Day, to discuss benefits package.

Trustee Teter provided updates on the IGA negotiations.

Mr. Farnan updated the Board on table space at several community events. Various Trustees volunteered to attend and serve at tables

The Board also discussed updates regarding the District's budget.

## Trustee Matters

None.

## Legal Counsel Status Report

No action items. Mr. Seter responded to questions from the Board regarding Senate Bill 23-303 ("Proposition HH") relating to opting out of its requirements and the different assessment rates set forth in the Bill. He noted that the legislation is still being studied and defined. Until that is done, it is difficult to determine what affects it may have. However, the theory is that the District will receive more revenue in 2024 than in 2023 but less than actual value increases in property would have required.

## Executive Session

Upon motion, second and unanimous vote, the Board entered into executive session at approximately 8:20 p.m. pursuant to §§ 24-6-402(4)(b) and (e) C.R.S., for a conference with the attorney on specific legal matters and to determine matters that are subject to negotiations concerning the Intergovernmental Agreement with the City and County.

## 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 8:30 p.m

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Secretary for the Meeting