

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES

OF THE

BOULDER PUBLIC LIBRARY DISTRICT

Held: Tuesday, September 12, 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
Sam Fuqua (via Zoom)
Jennifer Yee (via Zoom)
Doug Hamilton
Sylvia Wirba
Cara O'Brien

Also present were Kim J. Seter, Esq, Seter & Vander Wall, P.C.; David Farnan, Director of the Boulder Public Library; Jennifer Phares, Deputy Director of the Boulder Public Library; and, Kelly Hansen, Legal Assistant at Seter & Vander Wall, P.C.

Call to Order

Trustee Teter called the meeting to order at 6:03 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.

Consider Approval of Minutes of September 5, 2023

Following discussion, and upon motion by Trustee Wirba and seconded by Trustee Hamilton, the September 5, 2023 minutes were approved, with Trustee O'Brien abstaining.

Consider FAMLI Opt-Out Position and Schedule Hearing

Mr. Seter provided an overview of possible approaches to Colorado's Family and Medical Leave Insurance ("FAMLI"). The District may choose to opt-in, opt-out and agree to withhold funds for employees who want to participate

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individually, or opt-out entirely. Out of the more than 70 local government entities that Mr. Seter represents, not one has opted in to the program.

FAMLI provides state-sponsored paid leave for certain qualifying events to employees who may not otherwise be eligible for such benefits through their employer. Trustee Yee expressed an interest in researching FAMLI further, particularly its impact on substitute or part-time employees who do not qualify for the full benefits package outlined in the Employee Handbook.

The Trustees agreed to table action on FAMLI until October 3rd, when the Staffing Subcommittee will present its recommended course of action.

Director Update

Mr. Farnan, Trustee Yee, and Trustee Fuqua reported that the staff meeting earlier that day regarding the draft employee handbook went well. Trustee Yee stated that she is eager to see what questions come in through the anonymous staff inbox. Trustee Fuqua discussed concerns raised by a substitute employee at the meeting and expressed his intent to research substitute benefits further.

The District's benefits broker is currently shopping for healthcare packages and Mr. Farnan hopes to have healthcare plans for the Trustees to review within the next two weeks or so. Mr. Farnan is looking into level-funded insurance plans wherein the District pays a monthly fee that includes the estimated cost for claims, premiums, and administrative costs and offers the possibility of receiving money back if claims are less than expected. Mr. Farnan reported that level-funded plans are growing in popularity and essentially serve as a hybrid between self-funded plans and fully-insured plans.

IT consultant interviews are underway and Mr. Farnan hopes to have a contract for the Trustees to review within the next week or two. The IT consultants who have been interviewed appear undaunted by the proposed January 1 deadline.

The District narrowed down its search for a financial software system to two vendors. Mr. Farnan expects to select a vendor by the end of the month but warned the Trustees that implementing a new financial software system could take a few months.

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The District was assigned an account and routing number by J.P. Morgan, but staff must first complete training and some additional paperwork with the Treasurer's office before any money can be transferred. The District's financial consultant will be assisting with the process.

The District's project manager, Leadline, will be coming to speak with the Trustees at next week's meeting to provide an update on Paylocity's implementation and the status of various other projects currently underway.

With the 2024 budget approaching, Mr. Farnan anticipates outlining expected budget items at the October 3rd Board Meeting, with a first reading to occur at the October 10th Board Meeting, and a second reading and approval to follow at either the October 24th or October 31st meeting. Trustee Teter remarked that the Trustees will be considering the impact of, and approaches to, Proposition HH at the October 10th meeting as well. Seter & Vander Wall will post notice of a budget hearing on October 10 and October 24.

Mr. Farnan reported that he and the Staffing Subcommittee will be researching the effects of the City of Boulder's newly raised minimum wage and ways to mitigate issues posed by wage compression.

Mr. Farnan is working with the County Assessor to address a concern raised by a citizen regarding District taxes to be paid on an alleged split parcel.

Subcommittee Updates

- Budget Subcommittee The Budget Subcommittee agreed it would be best to wait until after the District's debt to the City is paid off to explore investment strategies further.

Trustee Matters

Trustee Teter discussed upcoming meeting agenda items, reiterating the schedule set forth by Mr. Farnan earlier in the meeting. On September 19th, the Trustees will be speaking with the Jaipur Literature Festival's ("JLF") Teamwork Arts team and receiving an update from the District's project manager. On September 26th, the Trustees will review and potentially approve the IT migration contract, examine the District's budget model, and discuss employee feedback on the benefits package. The FAML I hearing will occur at the October 3rd meeting. The 2024

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budget will also be previewed then. At the October 10th meeting, the Trustees will discuss Proposition HH and conduct a first reading of the 2024 budget. The Trustees will review and approve the staff employment and benefits package at the October 17th regular meeting and conduct a second reading of the 2024 budget at the October 24th meeting.

Trustee Teter encouraged the Trustees to attend the Boulder Library Foundation's gala on October 26th.

Legal Counsel Status Report

Mr. Seter reported that he is working to address contracts the City will not renew, including its contracts with the Marmot Library Network and Lyngsoe Systems. Being that Marmot Library Network is one of his clients, Mr. Seter stated that he will need the Trustees' consent to work on that contract. The Trustees agreed to allow Mr. Seter to work on the contract with Marmot.

Executive Session

At approximately 6:58 p.m. Trustee Hamilton moved the Board of Trustees to enter into executive session as allowed by Section 24-6-402 (4), CRS 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 as allowed by subsections (4) (b) and (e). Upon second by Trustee Wirba and unanimous vote, the Board entered executive session for the above-stated purposes. The Board did not take formal action nor did it adopt any policy, rule, or regulation while in executive session.

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 7:39 p.m.



Secretary for the Meeting