

RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
APRIL 17, 2024

a) Call to Order

The meeting of the Rangeview Library District (d.b.a. "Anythink Libraries") Board of Trustees was called to order at Anythink Perl Mack Branch at 5:05 pm. A quorum was present.

Trustees Attending

Lynne Fox, Savannah Vickery, Suzie Brundage, Gretchen Lapham, Trisha Kramer

Trustees Absent: None

Staff Attending

Mark Fink, Executive Director; Logan Macdonald, Director of Products and Technology; Susan Dobbs, Assistant Director; Nan Fisher, Finance Manager; Suzanne McGowan, Director of Customer Experience; Annette Martinez, Perl Mack Branch Manager; Justin Sager, Construction Project Manager

Guests

Elizabeth Dauer, Legal Counsel

b) Additions or Changes to the Agenda

A motion to approve the agenda as presented by Trustee Brundage and seconded by Trustee Kramer. Motion carried.

c) Public Comment: None

d) Approval of the Minutes of the March 20, 2024 Regular Board Meeting

A motion to approve the Minutes of the March 20, 2024 Board Meeting as presented by Trustee Vickery and seconded by Trustee Lapham. Motion carried.

e) Acceptance of the March 2024 Financials

A motion to approve the March 2024 Financials as presented by Trustee Lapham and seconded by Trustee Brundage. Motion carried.

Trustee Fox asked when the call from the Rubin Brown people is expected to begin the audit process. Fisher said that that will be next week and the audit will continue for a few weeks.

Fisher also reported that they have implemented the new SAGE accounting software recently and it is working wonderfully.

f) Annual Election of Officers

A Motion to elect the following slate of officers for the 2024 year was made by Trustee Kramer and seconded by Trustee Brundage. Motion carried.

President - Trustee Suzie Brundage
Vice President - Trustee Lynn Fox
Secretary/Treasurer - Trustee Gretchen Lapham

Trustee Fox said that she would be more than willing to attend any daytime events as a Board Trustee, if needed. She also suggested that perhaps the Trustees share the responsibilities of conducting the Board meetings, and that this experience might prepare them for officiating future meetings, if needed.

Legal Counsel, Beth Dauber, referred to the Rangeview Library District Bylaws to share the official duties of the Board President.

Trustee Fox also suggested that a "script" be created for the person who is conducting the meeting. Fink said that that can be arranged.

g) Old Business: None

h) New Business: None

i) Anythink Perl Mack Branch Report, Annette Martinez

Annette Martinez shared updates about the Perl Mack branch that have occurred over the last year. She said that Laura Rose and Nickie Lundberg have done an amazing job

organizing programs and activities for all ages and so far the events have been well-attended. Also, Martinez noted that Perl Mack staff have partnered with local organizations to offer ESL and GED classes. Martinez also shared that the branch is partnering with the Asian Culture and Education Network to offer library programs.

Martinez mentioned that there have been several new building improvements to the property, including new fencing around the community garden. She reported that an escape window is being installed in the staff area of the building. She is especially excited to be getting the outdoor sign from York which will go on the front of the building so that people know that this location is an Anythink Library.

Trustee Fox said that she was excited to recognize Annette's tenure with Anythink for more than 30 years, and acknowledged her many contributions to the organization.

j) mySummer Program Update, Rebecca Bowman

Rebecca Bowman, the mySummer Committee Chair, introduced Morgan Van Duyne and Victoria Ortega, two members of the mySummer team. They explained the theme, print collateral, programs and incentives for the mySummer campaign.

Bowman shared that mySummer team members were promoting the program across the district by using an Anythink World activity to generate excitement for staff.

Trustee Vickery asked when will the events begin? Bowman said that mySummer runs from June 1st to July 31st.

Trustee Brundage asked what the age range of the participants. Bowman said that all ages can participate, and there are dedicated programs for children, teens, and adults.

McGowan commended the efforts of the entire team, and is excited to see the public response to all of the great planning done by the mySummer team.

Trustee Fox said that it looks like it will be another very successful year.

k) Capital Projects Update, Justin Sager

Sager reported that the construction of the Thornton Community Center library project is coming along very well. Sager said that Anythink should be able to move into the facility in October 2024.

Trustee Kramer asked if we will be opening at the same time as the City? Fink said that we are hoping to have the Grand Opening at the same time, and that it is tentatively scheduled for November 2024.

Trustee Lapham asked if the furniture from the York Branch will be used. Fink said that brand new furniture has been ordered and he commended Dobbs and her team for their efforts in coordinating this. Fink noted that most of the custom shelving at the York Street location would be used at the new library.

Sager stated that the work for the Nature Library is well underway. The teams on the project have been working on getting the power to the facility which is needed before construction can commence, and are confident that August 1st is still the target date to hold a ground blessing/new beginning ceremony to commemorate the start of construction. Sager said the migratory and predatory bird survey still needs to be completed, and the team needs to get permits authorized by the city of Thornton to proceed with construction.

l) Executive Director Report, Mark Fink

Fink recognized Rebecca Bowman and the entire team as well as McGowan for their extraordinary efforts for putting the mySummer program together.

Fink noted the going away party for Stacie Ledden was on Tuesday and it was well attended by the community and staff.

Fink also commended Justin Sager for his knowledge and contributions as our owner's representative for both the Nature Library and Thornton Community Center Library projects.

Fink continued with updates on the Thornton Community Center and said that the York Branch will be closing its doors on May 17th. Jakob Seelig was recognized for his efforts for building relationships with Parks and Recreation staff, and managing his team to close the branch and move in to the new location this fall.

Fink said that a restructuring plan is underway to transition the Innovations and Strategic Partnerships Department to the Brand Strategy, External and Donor Relations Department, and that more details would be shared during the upcoming Executive Session. Fink also noted that during this transition, McGowan and Fink will be taking on the marketing and communications functions until a Communications Manager is hired this summer.

Fink said that the DEI Strategic Planning Team has been meeting and will be introducing the first draft of the plan to staff in mid-May; the goal is to finalize and present the DEI Strategic Plan to the Board in July.

Fink noted that the new hours of operation for Bennett, Commerce City and Perl Mack began on April 16th, and the reception from the public had been positive. Fink reported that the hours of operation for York Street will remain the same until it closes in May,

and that when the new Anythink Thornton Community Center library opens, it will be open six days per week.

Also, Fink said that Anythink has commenced its work with Slover Linett and that the Slover Linett team will be conducting intercept interviews in locations in Adams County as well as interviewing community stakeholders in June.

Trustee Lapham asked if these interviews are mainly to get community feedback. Fink said that we are conducting this work as a “community check-in” about library services, to see what is working well, and what Anythink can do to improve services.

Trustee Kramer asked if there has been any geographic data collected that will be used for statistics of the visitors in each library. Fink noted that Anythink has a subscription to Placer AI, a tool that provides demographic and geographic information across Adams County based on a large sample of individuals who have granted access to Placer AI to track their locations based on cell phone data. Fink noted that Anythink does not share any customer information with Placer AI.

Fink reported that the name of our library will be the “Anythink Thornton Community Center Library.”

Fink announced that Whitney Oakley, the Bennett Branch Manager, was recently elected and sworn in as the position as the Town Mayor of Bennett.

m) Assistant Director Report, Susan Dobbs

Dobbs announced that the “Spring Into Motion” competition is just finishing up. She also said that the competition was popular among staff and has been a great success.

n) Director of Customer Experience Report, Suzanne McGowan

McGowan announced that the AnyAbility program celebrated its 10 year anniversary at Wright Farms and that the celebration was well-attended.

McGowan highlighted the Death Café program at Wright Farms and said that the event has been well-received, and will be an ongoing monthly program. Trustee Brundage said that the Death Café is close to her heart and she is excited that Anythink is offering a program like this.

o) Director of Products and Technology, Logan Macdonald

Macdonald presented a few mySummer Trylts for the Board. He said that there will be many kits for families and adults to chose from that feature a “quest” related theme.

p) Legal Counsel Report, Elizabeth Dauer

Dauer shared that SB 24-049, a “Ban on Book Bans” had been re-drafted specifically for public libraries - and that school libraries are no longer included in the bill - and that Senator Cutter has sponsored the new legislation and it has been reintroduced as SB 24-216 to the Senate Education Committee for review.

Trustee Fox commended Fink for his diligent efforts as Co-Chair of the CAL Legislative Committee to garner support for this bill from library directors across the state. Fox noted that a lot has to still happen within the next few weeks for the bill to pass through the legislature.

q) For the Good of the Order

Trustee Vickery said that Stacie Ledden will be dearly missed.

Trustee Lapham mentioned the great efforts of the mySummer Team and commended them for giving such a variety of opportunities to our community. Trustee Brundage agreed.

Martinez announced that Poet Laureate Kerrie Joy will be visiting the Perl Mack Branch on Friday, May 17th.

r) Executive Session

Executive session commenced at 6:27 p.m.

A motion to enter into Executive Session Pursuant to C.R.S. 24-6-402(4)(e) and (f) for personnel matters regarding restructuring plan by Trustee Brundage and seconded by Trustee Kramer. Motion carried.

Executive session ended at 7:28 p.m.

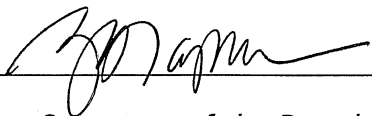
s) Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 7:28 p.m.

A motion to adjourn was made by Trustee Brundage and seconded by Trustee Lapham. Motion carried.

Respectfully submitted,

Shelly Boyer
Recorder



Acting Secretary of the Board
Rangeview Library District