

**RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING  
November 20, 2024**

**a) Call to Order**

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

**Trustees Attending**

Lynne Fox, Gretchen Lapham, Trisha Kramer, Suzie Brundage

**Trustees Absent**

None

**Staff Attending**

Mark Fink, Executive Director; Susan Dobbs, Assistant Director, Suzanne McGowan, Director of Customer Experience; Logan Macdonald, Director of Products and Technology; Nan Fisher, Finance Manager; Justin Sager, Construction Project Manager; Robbie Wroblewski, Communications Manager; Mo Yang, Studio Manager; and Jakob Seelig, Anythink Thornton Community Center Branch Manager

**Guests**

Elizabeth Dauer, Legal Counsel

**b) Additions or Changes to Agenda**

(1) Action Item - A motion to approve the agenda for November 20, 2024 was made by Trustee Lapham and seconded by Trustee Kramer. Motion carried.

**c) Public Comment**

None

**d) Approval of the Minutes of the October 16, 2024 Regular Board Meeting**

- (1) A motion to approve the Minutes of October 16, 2024 Regular Board Meeting was made by Trustee Kramer and seconded by Trustee Lapham. Motion carried.

**e) Finance Manager's Report - Nan Fisher**

- (1) Presentation and Acceptance of the October 2024 Financials

Fisher reviewed the October 2024 Financials.

- (2) A motion to accept the October 2024 Financials was made by Trustee Lapham and seconded by Trustee Kramer. Motion carried.

**f) Old Business:**

- (1) Action Item - Motion to Open the Public Hearing for the 2025 Budget, was made by Trustee Fox and seconded by Trustee Lapham. Motion carried.  
Nan Fisher, Finance Manager, presented a Draft of the 2025 Budget. Fisher noted the final assessment from Adams County will be available in January 2025 and presented to the Board for final approval.
- (2) Elizabeth Dauer, Legal Counsel asked if there were any public comments regarding the 2025 Budget and seeing none, proceeded with the motion.
- (3) Action Item - Motion to Adopt the 2025 Budget and Appropriate Funds (which is contingent upon the final assessment figures to be presented at the January 2025 Board Meeting) was made by Trustee Lapham seconded by Trustee Fox. Motion carried.

**g) New Business:**

- (1) Review and Receive the 2025 Biweekly Payroll Calendar, presented by Susan Dobbs, Assistant Director.
  - (a) Dobbs reviewed the 2025 Biweekly Payroll Calendar and said that this Calendar will match with Adams County's Payroll. This calendar also includes the 2025 Holidays and Training days.
- (2) Receive Update and Final Decision for the Recent Request for Reconsideration, presented by Logan MacDonald, Director of Products and Technology.
  - (a) MacDonald explained that the Update and Final Decision for the Recent Request for Reconsideration of Library Materials was received on September 17, 2024 regarding the DVD *Dogon: Theory of Creation*,

directed by Dawayne Buckle.

- (b) MacDonald reported that Anythink convened a committee comprised of two employees and one member from Adams County community to review the request. He said that the committee discussed the merits and evaluated it based on the criteria set forth in Anythink's Collection Development Policy.
- (c) Macdonald said that the committee unanimously recommended that this DVD be withdrawn from Anythink's collection. The committee members noted that this documentary was poorly produced and hard to follow and that it did not meet the criteria of literary reputation, authority and significance of the author. The committee was also concerned that the information in the DVD was only attributed to Google and Wikipedia and there was a lack of verifiable expertise on the part of the creator. Lastly, the committee observed that the use of stock footage and AI-generated art made it impossible to confirm that the footage and information authentically depicted the Dogon people and their beliefs.
- (d) MacDonald reported that he agreed with the committee's recommendations and the DVD *Dogon: Theory of Creation* was to be withdrawn from Anythink's collection.
- (e) Trustee Brundage and Trustee Gretchen asked how the committee was initiated. Macdonald said that they reached out to the branch where the request was filed and asked for volunteers.
- (f) Trustee Fox said that when this policy was introduced there were concerns that not a lot of people would be interested in being part of a committee like this. She commended the committee members for stepping up for this task. Trustee Fox also asked if there is a way to eliminate a title like this from the beginning to not be included in our system.
- (g) Trustee Brundage said that it appears that this procedure has worked like it was intended and also said that she appreciated the confidentiality of the person(s) involved.
- (h) Fink said that this presentation was provided in order to indicate Anythink's compliance with the new law pertaining to the reconsideration of materials that was recently passed earlier this year.
- (i) Trustee Kramer asked if there might be a pool of individuals to choose from in the future to review these types of Requests for

Reconsideration. MacDonald said that we are still in the beginning stages of this process.

h) **The Studio Report**, Mo Yang, Studio Manager

(1) Yang gave an in-depth presentation of both the WF and the TCC Studio locations:

- (a) The Studio at Anythink is a “hub of creativity and innovation.” The idea is to create a space where a curious mind can transform into a skilled artist, or a hobbyist can master a new craft and a community can connect through shared creativity.
- (b) The Studio’s philosophy defines how customers of all ages can thrive and discover and then follow their passions to become creators. Studio experiences are centered around production and create interest-driven learning.
- (c) The Studio’s customer journey and engagement which involves three styles. Hanging out, highly social; messing around, actively exploring; and “geeking” out, focused on skill development. All three are completely adequate.
- (d) The Studio’s Team consists of Cela Janeic (TCC), Hannah Cline (WF), Mario Luzania (Host), Rachel Giron (Host) and Josiah Hamm (Host).
- (e) The Studio’s staff is involved on a daily basis with CLRN and surveys to assess successes, challenges and capture the customer’s journey. This data enables us to understand the “why, how and what” of customer engagement.
- (f) In conclusion, Yang said that we would like to encourage the staff and Board Members to visit The Studio and experience what we do firsthand. Yang noted, “the Studio is not just a space, it is a catalyst for creativity, learning and connection within our community.”

i) **Anythink Thornton Community Center Branch Manager Update and Tour**, Jakob Seelig, Anythink Thornton Community Center Manager

(1) Seelig provided the Board with a tour of the facility. The Board impressed with the welcoming and inviting atmosphere of the entire facility.

j) **Capital Projects Update**, Justin Sager, Owner’s Representative

- (1) Sager reported that the Thornton Community Center project has been finalized and there most likely will not be any additional updates on this project for the Board.
- (2) Sager explained that the Nature Library project is underway with grading and excavation. He said that the site infrastructure for utilities and installation has begun and we have received the construction permit, however the building permit is still pending.

k) **Executive Director Report**, Mark Fink

- (1) Fink provided updates on Slover Linett and said that the survey documents were made available and that that segment of their work has been completed. Fink said that the feedback we received was overwhelming. He also said that the final phase which includes the distribution of the survey to non-users. Fink said that Slover Linett will have all results completed and reported to us by year end.
- (2) Fink announced that Paola Vixala had been hired for the position of Director of Diversity, Equity, Inclusion, Belonging and Community Engagement and that she will be joining the Anythink team starting December 30, 2024.
- (3) Fink said that over the last year or so, we have been reviewing and updating our policies as necessary, mainly to include consistency within them. He said that the Library Use Policy has been revised and now includes the new suspension letter that aligns with this policy. He said that we've also included information in the letter so a person can appeal the suspension.
- (4) Trustee Brundage asked how often suspensions occur. Fink said that suspensions occur quite often, and range from one day to several months, depending on the severity of the infraction.
- (5) Trustee Fox asked if a suspension occurs at the Thornton Community Center will they also be suspended from Anythink Thornton Community Center. Fink said that suspensions will apply for both.
- (6) Fink distributed the 2025 Operating Plan to the Board Members for their review. He noted that there are four areas of focus: one being to Implement Anythink's DEIB First Year Strategic Priorities; two is to Increase Engagement with Adams County Residents; three is to Expand Access to Resources, Arts and Culture in Adams County; and four is to Implement Operational Improvements to Enhance the Customer Experience.
- (7) Fink said that follow up budget meetings were being scheduled in December with every manager to share funding allocations for each brand/department, and the rationale supporting these decisions.

- (8) Trustee Fox commended Fink for the email that he sent out right after the Elections. She said that it was well received.

I) **Brand Strategy Report**, Robbie Wroblewski, Communications Manager

- (1) Wroblewski presented the data from the grand opening of the Anythink Thornton Community Center. He said that it was a success and 2,000 people attended the event. Wroblewski thanked Anythink and TCC staff for their participation to make the event successful.
- (2) Wroblewski shared information with the Board about a new marketing campaign that will feature ads on shopping carts that include QR codes that are unique to specific locations, and Anythink will be able to track engagement based on this data.
- (3) Trustee Lapham asked if there will be any other QR code image that is used to identify other than books, such as for The Studio. Wroblewski said that there definitely is going to be advertising for The Studio. He said that The Studio has its own QR Code and Anythink is testing images and messaging for this campaign that is focused on the Studio.
- (4) Wroblewski announced that a presentation of *Unstudied* with Poet Laureate Kerrie Joy will be held on December 7<sup>th</sup> at Anythink Wright Farms.
- (5) Wroblewski also mentioned when The Studio is hosting an Open House that it will be referred to as the **Maker Fair** in hopes of getting the community more involved and for them to participate in activities offered by The Studio.
- (6) All Board members were extremely impressed with the work completed thus far. Wroblewski also said that a Digital Lead Person is potentially going to be hired to assist with the website work still yet be done.
- (7) Trustee Fox commended the Communication Department for doing such a great job and appreciated the detailed breakdown of their work.
- (8) Fink said that with all the data collection and the tracking being done and as we migrate to the new website system that we will be incorporating this data. He said that there will be a lot of changes to the website from now until July of 2025 in order to be compliant with website ADA accessibility standards.

m) Legal Counsel Report, Beth Dauer

- (1) Dauer said that legislation addressing increased website ADA accessibility was supposed to go into effect on July 1, 2024. However, the legislature extended the deadline for compliance to July 1, 2025. Anythink will be complying by the new deadline.
- (2) Trustee Brundage asked what types of changes are to occur. Dauer said that one example is making PDF documents accessible using screen reading software. Ideally, removing PDF files from websites is one of the optimal goals.

n) For the Good of the Order

Trustee Fox said that she was fortunate to get the opportunity to use The Studio and she was very impressed at what the Studio had to offer and for the way the staff were there to assist. She said that she will be using The Studio more and more; the experience was amazing.

o) Executive Session

Motion to enter into Executive Session at approximately 6:52 pm was made by Trustee Lapham and seconded by Trustee Kramer. Motion carried.

Pursuant to C.R.S. 24-6-402 (e) and (f) to determine positions in relation to matters that may be subject to negotiation and review personnel matters related to the Executive Director's performance.

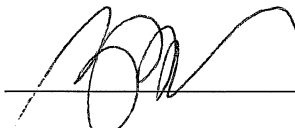
p) Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 7:15 pm.

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

Respectfully submitted,

Shelly Boyer  
Assistant Director/Recorder



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Acting Secretary of the Board  
Rangeview Library District