

**RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
March 19, 2025**

1) Call to Order

The meeting of the Rangeview Library District (d.b.a. "Anythink Libraries") Board of Trustees was called to order at Anythink Wright Farms at 5:09 pm. A quorum was present.

Trustees Attending

Trisha Kramer, Celeste Jackson, Niki Cooper

Trustees Absent

Suzie Brundage, Gretchen Lapham

Staff Attending

Mark Fink, Executive Director; Susan Dobbs; Assistant Director, Suzanne McGowan, Director of Customer Experience; Logan Macdonald, Director of Products and Technology; Paola Vilaxa, Director of DEIB and Community Engagement; Nan Fisher, Finance Manager; Justin Sager, Construction Project Manager.

Guests

Elizabeth Dauer, Legal Counsel

2) Additions or Changes to the Agenda

A motion to approve the agenda as presented for the March 19, 2025 Regular Board Meeting was made by Trustee Kramer and seconded by Trustee Jackson. Motion carried.

3) Public Comment

None

4) Approval of the Minutes of the February 5, 2025 Special Board Meeting

A motion to approve the Minutes of the February 5, 2025 Special Board Meeting was made by Trustee Kramer and seconded by Trustee Cooper. Motion carried.

5) Finance Manager's Report, Nan Fisher

Presentation and Acceptance of the January and February 2025 Financials

Fisher presented the January and February, 2025 Financials.

A motion to accept the January and February, 2025 Financials was made by Trustee Kramer and seconded by Trustee Jackson. Motion carried.

6) Old Business

None

7) New Business

a) New Board Member Introductions

Fink introduced Celeste Jackson and Niki Cooper and asked them to share information about themselves and their interest in serving on the Board. Fink also invited Anythink employees in the audience to introduce themselves to the new Board members.

Celeste Jackson said that she is a Colorado native and lives near the Thornton Community Center Branch. She said that she is very glad to be here and before she retired, she served as the public information officer for Denver Public Library. She said that she appreciates the work that Anythink Libraries is doing and how it supports the community and said that she is excited to be part of it.

Niki Cooper said that she has grown up in this area and has attended the Wright Farms Branch, as well as most of the other branches, with her children. She said that she wants to be involved with Anythink Libraries because she believes that the library is a great place for the community and for everyone to enjoy the experiences that are offered as well as to just hang out and read. She is a school teacher, and the library is her favorite place to be. She also said that she looks forward to working with the Anythink Libraries and serving on the Board.

b) Board Retreat - This item will be discussed at the April 16, 2025 Regular Board meeting.

8) Capital Projects Update, Justin Sager, Owner's Representative

Sager reported on the construction progress of the Nature Library, and displayed an aerial view of the facility. He explained that the project is on time and on budget.

9) Executive Director Report, Mark Fink

Fink said that he went to Washington, D.C. to meet with Colorado delegation members to advocate for federal support for library funding and the continuation of the Institute of Museum and Library Services (IMLS). Fink said that the IMLS distributes funds to the State Library, which pay for several positions at the State Library. Fink noted that if this funding is cut, it will have an impact on staffing levels at the State Library.

Fink said that he had a follow up call with Senator Bennett's office to encourage his support for existing funding and to re-authorize the Institute of Museum and Library Services.

Fink said that an RFP was issued twice for Café Services for Wright Farms and The Nature Library and is hoping to receive proposals soon.

Fink mentioned that an RFQ for Public Relations for the Brand Strategy Department was issued and that Grasslands PR was selected to work with Brand Strategy beginning April 1, 2025.

Fink also said that a RFP for shelving for The Nature Library has been issued. Fink said that due to the specific design features for the shelving, a RFP for customized shelving was needed.

Fink reported on the status of the Anythink Bennett library "refresh" that included new carpet, paint, furniture and collection, and the work was completed on time, and the building looks fantastic and has been well received by customers.

Fink said that there are a couple pieces of legislation being considered in Colorado; first SB25-63 is creating procedures and policies for Reconsideration of Library Resources for School Libraries. He said that this bill is similar to one that passed last year for public libraries. The bill passed out of the Senate Education Committee and also passed through the entire Senate and is up for review by the House Education Committee on Wednesday March 26, 2025.

Fink said that HB25-1158 was written to establish restrictions for students accessing unsolicited websites and/or included advertisements in public library digital content. Fink said that the bill made it through the House Committee however, and it is waiting for review by the entire House.

Fink also shared information regarding the Wallace Foundation Grant opportunity. He said that Anythink is a member of the Rocky Mountain Partnership (RMP) which is a non-profit organization that focuses on enhancing economic and social mobility and helping students get experience as well as assist them with an alternate career path if they are not able or interested in attending college. Fink said that the Wallace Foundation approached the RMP regarding this grant and they in turn reached out to Anythink Libraries and asked that we become a partner on the Wallace Foundation Grant. Fink said

that representatives from the Wallace Foundation will be visiting Adams County in mid-April, and Anythink will be included as part of the visit.

Fink mentioned that Anythink joined Adams County Regional Economic Partnership; they have a committee that focuses on legislative issues impacting Adams County, Weld County, and the cities of Thornton and Westminster, among other organizations in Northern Colorado. Fink said that being part of this partnership has given Anythink a seat at the table to be able to voice an opinion.

10) Assistant Director Report- HR Staffing, Susan Dobbs

Dobbs said that this month is PIE month (Pride In Excellence) and she said that employees are being reviewed by their managers. Dobbs said that she is the advisor for the Yellow Geckos, made up of employee volunteers. She said that their focus is on staff appreciation and it organizes district-wide events outside of work hours throughout the year.

Dobbs also said that she is the advisor for the Sidekicks group who are volunteers that help at the branches. She said that the annual appreciation brunch will be held on April 12th to celebrate and recognize their work with Anythink.

Lastly, Dobbs said that she has been working on purchasing special shelving for the Thornton Community Center and she said that it was installed on March 18th and thanked the Administration Team for getting everything back in order.

Dobbs mentioned that every month in the Board Packet that the HR Dashboard Report which details new hires, any promotions and/or terminations are identified.

11) Director of Customer Experience Report, Suzanne McGowan

McGowan said that she has been working on the 2025 Operating Plan initiatives involving customer experience, and lately she has been focused on planning the mySummer program in coordination with Ashley Garst, Program and Event Manager.

McGowan also talked about the Poet Laureate project with Kerri Joy. McGowan said that many events are planned during the National Poetry Month in April. She also mentioned that there is a selection committee that is in the process of selecting the 2nd Poet Laureate who starts in late 2025.

Trustee Cooper asked what this year's mySummer theme is. McGowan said that the theme this year is "Create".

12) Director of Products and Technology Report, Logan Macdonald

Macdonald provided information about the upcoming programs available through Anythink World. He said that work has started with the involvement of the home school community so that we can offer tailored programming for this audience.

Macdonald said that the Collection Development is involved with converting our Anythink books to Spanish. He said that they are also initializing a different way of ordering materials and said that the new process will include ordering at individual branches.

Macdonald also mentioned that a Request for Reconsideration was received in January 2025 for the book *"Red Hood"*, written by Paulina Kate Hurdle. Macdonald said that this is a Teen Collection book and that it is a fantasy re-telling of a story similar to *"Little Red Riding Hood"*. He said that the person who submitted the request believes that the content of the book was not appropriate for teens. Macdonald said that as stated in our Request for Reconsideration Policy, that a committee was convened which included staff from the branch, the Admin Team as well as a community member who resides in Thornton. Macdonald said that the committee met in February 2025 and that they concluded that the subject matter and the tone of the book were appropriate for teens, however parts of the book were graphic and that the book would be a better fit for older teens. Therefore, Macdonald said that it was determined that the book include the following information in the catalog record: *Recommended for Grade 10 and Up" -- School Library Journal "Ages 14-18" -- Kirkus Reviews.*

Macdonald went on to say that the The Studio at Wright Farms and at Thornton Community Center have several upcoming programs planned. He said that at Wright Farms the theme is "All Things Printing" and that they have a screen-printing program for folks to use. Macdonald also said that the theme for Thornton Community Center is "Customize Everything" and that they have equipment to meet this need.

Lastly, Macdonald said that IT is in the process of replacing all computers within the entire library district this year.

Trustee Cooper asked what will be done with the old computers and monitors. Macdonald said that they will more than likely be sold back to Dell and Apple. He said that more information will be forthcoming.

13) Director of DEIB and Community Engagement Report, Paola Vilaxa

Vilaxa said that she has been meeting with many of the departments as well as visiting with branch managers to understand their roles and how they need support for DEIB work. Paola will continue visiting the branches every month.

Vilaxa said that she has received productive feedback from meeting with staff and she is excited to begin working with everyone on the DEIB strategic plan.

Vilaxa mentioned that she is working with McGowan to create and implement procedures for handling stressful and sensitive incidents.

Also, Vilaxa said that she is working with Dobbs on developing standardized DEIB questions for hiring interviews.

She said that she is in the final stages of hiring a Community Connections and Outreach Manager which should be completed by end of month. This person will oversee the bookmobile and outreach services for the district.

Trustee Kramer asked Paola about the one-on-one visits with staff and some of the things they discuss. Vilaxa said that they are free to ask anything and that mostly they are interested in what the outcomes of the DEIB strategic plan will look like. Vilaxa said that she also provides staff with some clarifying language and ideas about DEIB concepts. She said that some employees have sensitive questions and that she gives them direction to the many resources that the district has available for further reference.

14) Manager of Communications Report, Robbie Wroblewski

Wroblewski said that there are many things happening in the Communications Department. He said that a new hire for the Creative Lead-Digital Media position will be starting within the next few weeks.

He said that a public relations firm has been selected, Grasslands PR, and that this team will handle media visibility and will enhance our outreach efforts.

Wroblewski mentioned that National Poetry Month is April 2025 and that it is a huge event. Also, Wroblewski said that The Nature Library is having “A Topping Out Ceremony” in April 2025 and that there are more details to come.

Wroblewski said that the mySummer program will be different this year and said that early pre-registration for the program will be conducted in May, and we will collect email addresses from teens and adults, and this will be handled at each branch.

Wroblewski also gave an update on “Cartvertising” and said individuals scan QR codes in local grocery stores to learn more about Anythink.

Lastly, Wroblewski talked about the Anythink brand update that is in progress, and his team is implementing processes to make the communications process more effective and efficient.

15) Legal Counsel Report, Elizabeth Dauer

Dauer explained each month Legal Counsel provides updates on the Legislation progress and/or other matters that pertain to the District.

Dauer welcomed the new Board Members and also encouraged them to reach out to her if they need direction.

16) For the Good of the Order

Trustee Kramer thanked Beth Dauer for conducting the Board meeting this evening.


17) Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 6:24 pm.

A motion to adjourn was made by Trustee Jackson and seconded by Trustee Kramer.
Motion carried.

Respectfully submitted,

Shelly Boyer
Recorder



Acting Secretary of the Board
Rangeview Library District