

**RANGEVIEW LIBRARY DISTRICT  
BOARD MEETING  
MARCH 18, 2009**

**1. Call to Order:** A meeting of the Rangeview Library District was called to order at 5:05 p.m. at the Perl Mack Branch Library, 7611 Hilltop Circle, Denver, CO. A quorum was recognized.

**Board Trustees Attending:** Kay Riddle, Ray Coffey, Dorothy Lindsey, Debra Neiswonger, Linda Wisniewski.

**Library Staff Attending:** Pam Sandlian-Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Steve Hansen, Communications Director; Susan Dobbs, Human Resources Director; Ronnie Storey, Public Services Director; Stacie Ledden, Content Editor; Rachel Fewell, Collection Development Manager; Deborah Hogue, Commerce City Library; Annette Martinez, Perl Mack Library; Sandra Sebbas, Northglenn Library; Francis Swallows, Bennett Library; Jennifer Luper, Perl Mack Library; Lisa Maurer, Project Manager.

**Guests:** Justin Sager, Wember Inc.; Jacquelyn Murphy, Legal Counsel.

**2. Additions or Changes to the Agenda:** None

**3. Public Comment:** None

**4. Consent Agenda Items:** Approval of the Minutes of February 18, 2009 Regular Board Meeting.

**Motion to approve the Minutes of February 18, 2009 Regular Board Meeting was made by Ray Coffey and seconded by Dorothy Lindsey. Motion passed unanimously.**

**5. Construction Update – Justin Sager:** Justin reports the final pricing on the Wright Farms project was very favorable to us. The slide presentation shows the Brighton library starting to take form with interior framing and mechanical and electrical rough in going in. The Bennett branch is moving along. The exterior is about finished. Almost finished with site concrete and ready for landscaping. All the interior walls have been primed or painted. The Huron site foundation is being poured and should be complete within two weeks. The water line connections and fire hydrants are in.

**6. Branch Manager's Report – Annette Martinez:** Perl Mack staff, Jennifer Luper, Georgia Nielsen, Rene Bohn and Annette Martinez shared a day in the life at Perl Mack and the wonderful experiences they encounter every day.

**7. Director's Report – Pam Sandlian-Smith:** Pam read a few customer response cards received from patrons. About 90-95% of the cards received are all glowing reports. Bids for Wright Farms came in under budget by 8%. All the new libraries will have wood shelving and all new libraries will also get our first choice of carpet. Chairman of Fulcrum Publishing, Bob Baron would like to work with us to provide authors and book donations to give away. We have selected a vendor for the RFID-AMH.

**8. Human Resource Director's Report – Susan Dobbs:** Susan presented to the Board a preview of the new job descriptions. The three new job descriptions are; Materials Wrangler, Concierge, and Experience Guide. The Staff Appreciation Training committee re-named the Yellow Geckos rolled out a Wellness Awareness program this year, with each month focusing on a different area of wellness. This month is brain awareness month. In the month of May there will be a walking program with incentives to help staff reach their goal.

**9. Public Services Director's Report – Ronnie Storey:** This year the task groups that are working on the goals of the strategic plan are being led by branch managers. There is also a representative from each branch in the adult services group. This group found a great way to intrigue and make staff comfortable with some of our data bases by turning it into a weekly contest for eight weeks. The workflows group is trying to streamline all of the behind the scenes processes. To get a sense of how other branches are doing things and get a sense of what it's like at either a busier or quieter library this group did a staff exchange. Information will go into a best practices document.

**10. Communication Director's Report – Steve Hansen:** Steve handed out his report along with some commercial pieces. News about activities at Rangeview Library since February 18 totaled 1,340 column inches, a 22% increase over last month. Groundbreaking for the Wright Farms Library is scheduled for Saturday, March 28, 10-11 a.m. A hardhat tour of the Bennett Branch Library for the Board will follow the groundbreaking ceremonies. During the month of March there were 199 individual programs scheduled throughout the District. This year's Summer Reading Program themes are "Express Yourself @ Your Library" (teens), "Get Creative @ Your Library" (children's), "Master the Art of Reading @ Your Library" (adults). This year Adams 14 middle and high school video workshop students are helping to promote the program by creating 29 second PSAs as part of a school district-wide competition. Winners will be selected in April and PSAs will be distributed for airing on all of the Channel 8s in the Rangeview communities and also on library TVs.

**11. Legal Counsel Report – Jacquelyn Murphy:** A legal report was submitted in the Board Packet. Consider approval of the IGA with Wright Farms Metropolitan District.

**Motion to approve the IGA between the Wright Farms Metropolitan District and Rangeview Library District subject to receipt of Exhibit A and approval by the facilities committee of the drawings and final review by legal counsel was made by Ray Coffey and seconded by Dorothy Lindsey. Motion passed unanimously.**

**12. For the Good of the Order:** Ronnie introduced Project Manager, Lisa Maurer. Lisa has been hired to coordinate the grand openings/moves to our new buildings. Trustee Neiswonger’s class used RLD’s resources for the Destination Imagination North Metro Regional Competition and took second place in their division; they will now go on to the state competition in a month.

**13. Adjournment:** There being no further business to come before the meeting, upon motion made by Trustee Neiswonger and seconded by Trustee Coffey the meeting adjourned at 6:32 p.m.

Respectfully Submitted

Dolores Sandoval  
Administrative Assistant

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Acting Secretary of the Board of Trustees  
Rangeview Library District