

RANGEVIEW LIBRARY DISTRICT
BOARD MEETING
APRIL 21, 2010

1. Call to Order: A meeting of the Rangeview Library District Trustees was called to order at 5:10 p.m. at the Perl Mack Library, 7611 Hilltop Circle, Denver, Colorado. A quorum was recognized.

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

Apologies: Linda Wisniewski.

Library Staff Attending: Pam Sandlian-Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Susan Dobbs, HR Director; Ronnie Storey, Public Services Director; Lynda Freas, Family Services Director; Steve Hansen, Communications Director; Mindy Kittay, Finance Director; Stacie Ledden, Content Developer; Rachel Fewell, Collection Development Manager; Rebecca Martin, Account; Annette Martinez, Perl Mack Library; Georgia Nielsen, Perl Mack Library; Kathy Totten, Thornton Library; Deborah Hogue, Commerce City Library.

Guests: Kim Seter, Legal Counsel; Leslie Carrico, Northglenn Councilmember; Steve Lebsock, Thornton Councilmember; Justin Sager, Wember, Inc.

2. Additions or Changes to the Agenda: None.

3. Public Comment: None.

4. Consent Agenda Items – Approval of the Minutes of the March 17, 2010 Regular Board Meeting: Motion to approve the Minutes of the March 17, 2010 Regular Board Meeting was made by Ray Coffey and seconded by Dorothy Lindsey. Motion passed unanimously.

5. Construction Update – Justin Sager: Justin's presentation included a slide show of the WF project which is ahead of schedule. Park grading is complete with landscape and hardscape elements to take form in the next couple of weeks. A small café type feature will be included and is in the design process. The Commerce City branch is currently in the demolition process and the project is moving very fast. We should receive the development permit for the Perl Mack project mid June, and building permit the end of June with construction to start the first week of July. We are currently looking at interior finishes and furniture for the Thornton project. Pricing should be back in the next week or two. Modifications to the architecture are minimal, most will be in finishes.

6. PLA Review – Dorothy Lindsey and Ray Coffey: Trustee Dorothy Lindsey arrived in Portland, OR on Tuesday and began with a tour of Powell’s City of Books. Wednesday morning she and Trustee Ray Coffey helped staff stuff 500 messenger bags with kazoos, tattoos and various other items to be used in the Thursday program. Also on Wednesday they went to the conference center to hear book buzz by Nancy Pearl and returned later for the Natalie Merchant concert who sang songs inspired by classic and contemporary poets they also got to hear keynote speaker Nicholas Kristof. Thursday morning “You Say You Want a Revolution” was presented to an overflowing crowd in a room set up for 500 people, (*standing room only*). Public Services Director, Ronnie Storey led the crowd to a 500 piece kazoo rendition of the Beatles Yellow Submarine. Trustee Lindsey attended conferences; Confessions of New Library Directors, Tough Decisions in Tough Times, Less is More, Shortcuts to Greatness, Defining the Best Customer Experience and Trustee Excellence. Saturday she attended the conference Cracking the Code Beyond Dewey which included RLD staff. They received a standing ovation when finished with questions starting with “how” rather than “why”. Trustee Ray Coffey attended a lot of the same conferences that Trustee Lindsey attended. He attended the Black Belt Librarian conference by Warren Graham which was about the top ten security issues in libraries. He talked about things to be aware of and staying on top of potential problems. He also talked about training for staff to include safety, security and medical training. Ray also attended the OCLC presentation on Perceptions of Libraries in Economic Times.

7. Branch Manager Report – Annette Martinez: Staff is very excited about the branch remodel; the branch will close May 29, 2010 for work to begin. Annette has seen circulation increase from 3,000 to 10,000 on average since she came to the PM branch five years ago. Computer usage has also increased. Children’s Guide, Renee Bohn is doing an awesome job, her music and movement programs average 32 in attendance. Adult Tech Guide, Georgia Nielsen continues to do an awesome job with the genealogy program. Georgia shared a feel good story about an adopted woman who was reconnected with her family with the help of the genealogy program and staff.

8. Election of Officers: Trustee Ray Coffey nominated Kay Riddle for Board President, Dorothy Lindsey seconded. Nomination passed unanimously. Motion to keep same slate of officers was made and passed unanimously.

Kay Riddle – President
Dorothy Lindsey – Vice President
Ray Coffey – Treasurer
Debra Neiswonger – Secretary
Linda Wisniewski – Member at Large

9. Director’s Report – Pam Sandlian-Smith: We have had a number of requests from libraries for tours including Alaska, Wyoming, Iowa, Utah and Missouri. Today the Director and architects from the Cedar Rapids library and the Director and staff of the Estes Park library toured the RLD and Douglas County libraries. Pam thanked the Board for their courage to lead the way and to put their trust in us to do what we are doing. Great news from Josh Davis with our construction company who let us know they had

done all their evaluations on the trends for the WF project and they would be returning \$150,000 back to the District for the WF project. The exterior signage team reviewed the proposed signs and our architect Dennis Humphries suggests we revisit the application and take a slightly different approach. Tasso will draft some concepts and will have them at the May meeting. We will be utilizing the Perl Mack staff to help with the preparation of the opening of the Wright Farms branch. We are revisiting the drive up at the Huron Street library due to safety issues. It has been a year+ since the decision to go fine free and we are looking at the impact of this decision and are looking at making an adjustment. The communications department is working on a campaign to encourage patrons to return materials. The next step is to utilize the use of a collection agency.

The Right to Assemble and Petition Policy – review and approve

Motion to approve the Proposed Policy April 12, 2010 Right to Assemble and Petition on Rangeview Library District Property was made by Debra Neiswonger and seconded by Ray Coffey. Motion passed unanimously.

Schedule Financial Retreat A Financial Retreat is scheduled for Monday, May 24, 2010, 4:30 p.m. at the Wright Farms Library.

10. Finance Director’s Report – Mindy Kittay: Mindy handed out February financial statements and statistics and financial statements for March. Included in the March board packet were three policies for discussion and approval; Audit Policy, Budget Policy and Reserve Policy. There are no substantial changes to the policies other than separating policy from procedure.

Motion to approve the Audit, Budget, and Reserve Policies was made by Ray Coffey and seconded by Dorothy Lindsey. Motion passed unanimously.

11. Legal Counsel Report - Kim Seter: A written report was submitted in the board packet.

12. Executive Session: Pursuant to Sections 24-6-402(4)(f)(I) for discussion of personnel matters concerning individuals who have not required an open meeting and who are not Trustees or potential appointees.

Motion to enter into executive session at 6:35 p.m. pursuant to Section 24-6-402(4)(f)(I) to discuss personnel matters related to individuals who have not requested the discussion be in open session and who are not potential trustees or board appointees was made by Debra Neiswonger and seconded by Ray Coffey. Motion passed unanimously.

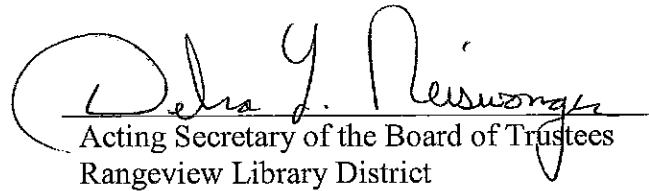
Motion to reconvene from Executive Session to the regular meeting was made at 7:10 p.m. Motion passed unanimously.

13. For the Good of the Order: Great PLA report, Trustee Lindsey would have liked to see more for Trustees. Library Journal has asked Rangeview to submit an application for Library of the Year.

14. Adjournment: There being no further business to come before the Board, upon motion made by Trustee Neiswonger and seconded by Trustee Lindsey the meeting adjourned at 7:20 p.m.

Respectfully Submitted

Dolores Sandoval
Administrative Assistant/Recorder


Acting Secretary of the Board of Trustees
Rangeview Library District