

**Rangeview Library District
Board Meeting
June 16, 2010**

1. Call to Order: A meeting of the Rangeview Library District Trustees was called to order at 5:10 p.m. at Anythink Thornton Library, 8992 Washington Street, Thornton, Colorado. A quorum was recognized.

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

Apologies: Kay Riddle

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; Todd Cordrey, Brighton library; Kathy Totten, Thornton library; Deirdre Caparoso, Thornton library; Sandra Sebbas, Huron library.

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

2. Additions or Changes to the Agenda: None

3. Public Comment: Thornton city councilmember, Steve Lebsock invited everyone to an ice cream social Thursday June 17, 7:00 p.m. at the Bertha Heid Park, located at Poze Blvd & Gaylord St. in Thornton. Triple Nickel will be performing.

4. Consent Agenda Items: Approval of the Minutes of the May 19, 2010 regular meeting and May 24, 2010 Special Board Meeting.

Motion to approve the Minutes of the May 19, 2010 Regular Board Meeting, and Minutes of the May 24, 2010 Special Board Meeting was made by Ray Coffey and seconded by Debra Neiswonger. Motion passed unanimously.

5. Construction Update – Justin Sager: Busy with the Wright Farms project. Justin showed photos of the Commerce City project which is moving along. The Perl Mack project is out to bid with 11 proposals expected. Working on the budget for the Thornton project.

6. Anythink Thornton Manager Report – Kathy Totten and Deirdre Caparoso: Kathy and Deirdre gave a power point presentation highlighting all the programs available at the Thornton branch and Anythink in Motion. Kathy reports there have been some problems with tagging at this branch the tagging is usually cleaned up within 24 hours. The name of the bookmobile stops have changed to the community name rather than the school and stops are timed to when children are being picked up by parents

resulting in more adults and community people visiting the bookmobile. The homebound delivery program has been re-organized. Carts of books are brought into the lobbies for patrons to select from. Currently they are stopping at 10 senior living facilities. Patrons that do not live in a facility receive their books by mail. Postage is free for patrons who are visually handicapped and receive large print or audio materials.

7. Director's Report – Pam Sandlian-Smith: Yesterday we hosted tours for the Director of the Kenai Public Library, Alaska and four staff from the Fremont County Library System in Wyoming. They were amazed at how many customers were at the Huron library. Pam received an email from the director of the Cedar Rapids library that visited a couple weeks ago and he said they visited 20 libraries in two weeks and as they reviewed the photos taken the Huron and Brighton libraries were among the top. The Columbus Metropolitan Library was named Library of the Year 2010. Rangeview Library District, Jefferson County Public Library and King County Library received special mentions by Library Journal. Pam received a call from Thornton's Mayor on Monday regarding a patron's inquiry of the availability of a flag at the Huron library. Pam said currently there is no flag at the Huron library. She passed a copy of her letter in response to the patron's inquiry. Further discussion on this issue was tabled to next board meeting when board president Kay Riddle would be present. Pam went on to say there is a flag flying at the Brighton Cultural Center/Brighton library and flags have been purchased for all library meeting rooms. Pam asked the board if they would like to have a discussion on external flags and what it would take to have them installed. She said whatever decision the board made she would work on. She also said that we would like to be sure that we do a good job and care for them properly. It was decided to table any decision to the next meeting when the board's President would be present.

Meeting Room Policy Review: The Board reviewed the revised meeting room policy and after discussion a motion was made to approve.

Motion to approve the Meeting Room Policy was made by Ray Coffey and seconded by Linda Wisniewski. Motion passed with Debra Neiswonger abstaining.

8. Finance Director's Report – Mindy Kittay: Financial statements were not available at the time of the board meeting, but will be mailed out as soon as available. Mindy gave a brief overview of the Fixed Asset Policy, Capital Expenditure (Policy) Procedure, and the Investment Policy.

Motion to adopt the Fixed Asset Policy and the Investment Policy and change the Expenditure Policy to Expenditure Procedure was made by Ray Coffey and seconded by Linda Wisniewski. Motion passed unanimously.

9. Public Services Director's Report – Ronnie Storey: On May 29, the Perl Mack library closed for renovations, many thanks to the facilities department for all their help. Shelving was offered on libnet, the Colorado listserve for libraries and was in high demand going to 5 libraries around the state. Our melded families from five different

locations are all working hard on preparing Wright Farms for opening day. To make sure everyone relaxes, various groups are holding stress busters three times a week.

10. Family Services Director's Report – Lynda Freas: MySummer programs have been well attended with between 50-80 people in attendance at each program. About 900 scrapbooks have been handed out so far. Opening day collection arrived and we are about 3 to 4 days from finishing.

11. Human Resource Director's Report – Susan Dobbs: Seven new Wranglers have started and are doing a marvelous job helping with opening day collections. We will be holding training for the Wright Farms staff and support services staff at the end of June.

12. Communications Director's Report – Steve Hansen: The communications department is busy promoting the grand opening of the Wright Farms library. Reminder; Friday is the preview tour for community leaders and staff. The theme for the grand opening is "Freedom to Dream" it celebrates innovations in libraries and the fact that libraries are places of ideas. We are continuing to promote the programs for summer reading.

13. Legal Counsel Report – Kim Seter: The legal counsel report was submitted in the board packet. Counsel has requested an executive session as authorized by Section 24-6-402(4) of the Colorado Revised Statutes.

Executive Session: Pursuant to Sections 24-6-402(4) of the Colorado Revised Statutes for the purpose of a conference with the attorney to receive legal advice on specific legal questions; and, for determining positions relative to matters that may be subject to negotiations concerning the Districts participation in the Adams County Retirement Plan as a participating employer. Motion to enter into Executive Session at 6:26 p.m. was made by Debra Neiswonger and seconded by Ray Coffey. Motion passed unanimously.

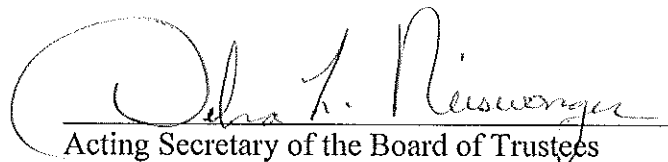
Motion to reconvene from Executive Session to the regular meeting was made at 7:15 p.m. Motion passed unanimously.

14. For the Good of the Order: none.

15. Adjournment: There being no further business to come before the Board, the meeting adjourned at 7:25 p.m.

Respectfully Submitted

Dolores Sandoval
Administrative Assistant/Recorder


Acting Secretary of the Board of Trustees
Rangeview Library District