

**RANGEVIEW LIBRARY DISTRICT
BOARD MEETING
OCTOBER 15, 2008**

1. Call to order: A meeting of the Library District Trustees was called to order at 5:16 p.m. at the Support Services building of the Rangeview Library District, 11658 N Huron Street, Northglenn, Colorado. A quorum was recognized.

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

Library Staff Attending: Pam Sandlian-Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Steve Hansen, Communications Director; Susan Dobbs, Human Resources Director; Mindy Kittay, Finance Director; Lynda Freas, Family Services Director; Ronnie Storey, Public Services Director; Rachel Fewell, Collection Development Manager; Annette Martinez, Perl Mack Manager; Sandra Sebbas, Northglenn Manager; Deborah Hogue, Commerce City Manager; Kathy Totten, Outreach/Thornton Manager; Chandra Jones, Brighton Library.

Guests: Jacqueline Murphy, Legal Counsel; Bob Krug, CSAFE.

2. Additions or Changes to the Agenda – Pam Sandlian-Smith will present Construction update for Justin Sager

3. Public Comment – none

4. Consent Agenda Item – Approval of the Minutes of the September 17, 2008 Regular Board Meeting.

Motion to approve the Minutes of the September 17, 2008 Regular Board Meeting was made by Ray Coffey and seconded by Debra Neiswonger. Motion passed unanimously.

5. Construction update – Pam Sandlian-Smith

A brief summary of design and construction; Overall things are going well.

Brighton- Footings and foundation walls in place, Geothermal well field completed, Fire line connection underway, Water line to be completed this week, Bridge Street curb and gutter and street repair to be completed this week as well, Underslab utilities to start.

Bennett – Foundation walls and pad footings in place, Underslab utilities to start.

Huron – 100% Construction Documents are complete, GMP/contract has been received and is under review, Development permit from Thornton and Plan review is in process.

Wright Farms – 95% Construction Documents are currently in pricing.

Trustee Neiswonger was recently in the Northglenn library and saw some changes. Debra asked why are we spending money on a library were not going to continue? The RLD would like to send the message that things are changing and we are creating comfortable environments for our customers and staff. Most of the changes that will be done are things that will go to the new library, for example furniture and computers. As the result of a recent weeding project, we now have space for more seating and a space for a teen area.

6. Director of Finance Report – Mindy Kittay

Mindy handed out Balance sheets for the General Fund and the Capital Projects Fund, the RLD Revenues and Expenditures with comparison to Budget Capital Fund for month ending September 30, 2008, the RLD Revenues and Expenditures with comparison to Budget for the month ending September 30, 2008, the RLD September 2008 Statistics, and the Funds by Account. She also handed out a draft of the RLD 2009 Budget and Strategic Plan. Mindy introduced Bob Krug from CSAFE. Bob gave a brief background of CSAFE. It has been around since 1988. CSAFE is one of the two largest money market pools in the state. They are state regulated and also rated AAA by Standard and Poor's. For the most part the assets are sound, RLD's funds are fine and access to them should be uninhibited for our projects. The Budget will be officially presented to the Board and the Public at the November 19 board meeting. It will then be presented to the Board in December for adoption.

7. Director's Report – Pam Sandlian-Smith

Thanks to everyone who helped in getting the new bookmobile here. Pam suggested the Board read article "Cruel to Be Kind" from the American Libraries October 2008 issue. The CAL conference is in November and there is a CAL Trustees reception if anyone is interested. At the November board meeting the Customer Service Committee will be presenting a couple of proposals regarding hours of operation. RLD is being awarded \$75,000 from the Department of Local Affairs for solar panels for the Bennett branch. The Boettcher Foundation loved the Brighton Cultural Art Center project so much that they are suggesting to their Board to award \$75,000 to the Armory and \$25,000 to the Library. Suggestions for the Board vacancy are still being accepted.

8. Director of HR Report – Susan Dobbs

Training Day was a great success. The Training Committee will soon be rolling out the 2009 training plan for RLD. In helping to create the training plan a survey from staff was done. Mark your calendars for the annual Staff Appreciation Breakfast. This year's breakfast will be held at Cinzetti's in the Northglenn Marketplace on December 10, 8-10 a.m.

9. Director of Communications Report – Steve Hansen

Two new hires have been added to the communications department. Mary Thelen, is the Graphics Artist and Stacie Ledden is the Content Editor. Groundbreaking ceremonies for the Huron Street branch and Ribbon Cutting for the new Bookmobile will be held on Saturday, November 1st from 10-11 a.m. Steve has begun research into the process to bring public art pieces to the RLD locations.

10. Director of Family Services Report – Lynda Freas

The new Bookmobile arrived today. Lynda introduced Rachel Fewell who is the new Collection Development Manager. Maps from the Community Analysis project are on display in the Support Services conference room. We are beginning a lease program through McNaughton Books. We will be receiving 250 books a month. The programming committee is hosting a presentation by Gloria Steinem at Brighton High School on November 3rd at 7:00 p.m. Gloria will be talking about the state of affairs in America today and how the election will impact all of us. Youth Services staff will attend a CAL preconference on Early Literacy Storytimes.

11. Director of Public Services – Ronnie Storey

Branch managers are doing a wonderful job. Getting ready for their mini gasp makeovers and great programming. Jenny Luper from the Perl Mack branch has been appointed chair-elect of the Paralibrarians division of CAL. The Collection Development team will take a trip to the Maricopa County Library in Arizona to see how they designed “bookstore model” branches.

12. Legal Counsel Report – Jacqueline Murphy

Jacqueline handed out a First Amendment to Master Lease Purchase Agreement. With the insurer’s approval to reduce the contractor bonding requirements from 100% of project cost to 50% of project costs, will result in a \$68,000 savings for the Library District.

Motion to authorize Director, Pam Sandlian-Smith to sign the Amendment to the Master Lease Agreement subject to final revision was made by Ray Coffey and seconded by Debra Neiswonger. Motion passed unanimously.

13. For the Good of the Order

Ray commented on how great this year’s Training Day was. Dorothy Lindsey comments on how far we’ve come.

14. Adjournment – There being no further business to come before the meeting, upon motion made by Trustee Coffey and seconded by Trustee Neiswonger the meeting adjourned at 6:34 p.m.

Respectfully submitted

Dolores Sandoval
Administrative Assistant/Recorder

Acting Secretary of the Board of Trustees
Rangeview Library District