

**RANGEVIEW LIBRARY DISTRICT
BOARD MEETING
JANUARY 21, 2009**

1. Call to Order: A meeting of the Library District Trustees was called to order at 5:05 p.m. at the Support Services Building, 11658 N Huron Street, Northglenn, Colorado. A quorum was recognized.

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

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

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

2. Additions or Changes to the Agenda: Motion to add Executive Session under Legal Counsel Report was made by Debra Neiswonger and seconded by Ray Coffey. Motion passed unanimously.

3. Public Comment: none.

4. Consent Agenda Items: Approval of the Minutes of December 17, 2008 Regular Board Meeting.

Motion to approve the Minutes of December 17, 2008 Regular Board Meeting was made by Ray Coffey and seconded by Dorothy Lindsey. Motion passed unanimously.

5. Construction Update – Justin Sager: The slide presentation of the Brighton branch shows steel framing, block walls up and columns set. The Bennett branch shows exterior sheathing and framing complete with interior framing started. The Bennett branch is projected to be complete in about two months. At the Wright Farms zoning meeting held two weeks ago, the zoning committee commented this was the best project they had seen in years. The Huron branch is projected to be complete the first quarter of 2010.

6. Director’s Report – Pam Sandlian-Smith: The opening day collection for the Bennett library is in place. A recommendation from our consultant at John Kivimakai from Stonehill, regarding the Friends group is to consolidate and have a Foundation with the Friends group as a sub-committee of the Foundation.

Discussion of new library logo:

A preview of the branding proposal from advertising agency Barnhart USA was included in the board packet. Pam gave a brief overview of the work done so far in helping create new buildings, service and a logo to express who we are becoming. It started with the Wonders and the GASP words, then the Leadership group began working on the operating plan and the Board began work on the strategic plan. All this work resulted in a decision to become an Experience Library. A place where people can come in and have great experiences. In planning our libraries to become experience libraries we made the decision to follow the bookstore BISAC model which is a customer friendly model. Rangeview is moving in a very positive direction, with circulation up 16% and a door count up 25% over last year. The proposed name and logo has come from a series of meetings the Administrative team has had with the Barnhart team. A protracted discussion about the library's proposed new logo took place during which the trustees discussed the benefits, challenges and potential pitfalls of adopting and implementing a nontraditional brand for the organization. The board solicited opinions of many of the library staff who were present who are supportive of the proposed new change. The item was eventually called to a vote by trustee Riddle.

Motion to adopt Anythink as the new name and logo was made by Kay Riddle and seconded by Dorothy Lindsey. Motion passed 3 to 1, with Debra Neiswonger opposed.

Discussion of Board Vacancy:

Trustee Neiswonger submitted a resume from an interested candidate. Trustee Lindsey and Trustee Coffey have been given names of interested candidates. The board directed the committee to set up interviews with interested candidates at its earliest convenience.

7. Director of Finance Report – Mindy Kittay: Mindy handed out financial statements for December 2008 which are preliminary, the final copy of the Budget, a memo with an article attached from the January 2009 Special Districts Association of Colorado newsletter, Mindy feels the board might find the article helpful when looking at policies and finances of RLD. The audit committee reviewed proposals for auditing services for 2008-2010 years. The committee recommends Bondi & Co. LLC as the new auditors. Their expertise, number of years in business, and 78% of their business is governmental were some deciding factors.

Motion to accept the contract with Bondi & Co. LLC was made by Ray Coffey and seconded by Debra Neiswonger. Motion passed unanimously.

8. Director of HR Report – Susan Dobbs: The HR department is rolling out the Wellness program for employees will have more information at the next meeting.

9. Director of Communications Report – Steve Hansen: Steve handed out additional press clippings and reports we are over 1100 inches of coverage. Beginning in February

the communications department will be sending out to all staff and including the Board a weekly media update via email. A one page update on services will also be distributed each month at the board meeting.

10. Director of Family Services Report – Lynda Freas: This week we have author Matt de la Pena visiting our libraries, he has two books on the ALA's best books for young adults list. Tomorrow Cathy MacRae, a nationally known teen expert, will go do a workshop for us.

Adopt Collection Development Policy – Rachel Fewell:

The Collection Development policy was included in the board packet for review along with supporting documents; Freedom To Read, Library Bill of Rights, Procedure for Request for Reconsideration. We think it is important for RLD to have written documentation to define what we will be collecting in our libraries. The policy guides staff and informs the public of the principles upon which collection development and management decisions are based.

Motion to Adopt the Collection Development Policy was made by Debra Neiswonger and Seconded by Dorothy Lindsey. Motion passed unanimously.

11. Director of Public Services Report – Ronnie Storey: This weekend is the ALA mid-winter conference and the exhibit halls are open, if anyone is interested in going let Ronnie know she can get you a pass. A lot of the accomplishments during 2008 were possible due to the operating team task groups. We are now launching the 2009 task groups, each with representation from the administrative team along with branch managers.

12. Legal Counsel Report – Jacqueline Murphy: A memorandum was included in the board packet outlining the rights and liabilities of the Rangeview Library District and its employees in the event that a law suit is initiated as a result of an employee's action. Legal counsel has prepared an indemnification resolution for board consideration.

Motion to adopt Resolution 09-01-02 was made by Debra Neiswonger and seconded by Ray Coffey. Motion passed unanimously.

Legal counsel recommends adoption of an Annual Administrative Resolution in which the Board delegates responsibility to its staff.

Motion to adopt Resolution 09-01-01 was made by Ray Coffey and seconded by Dorothy Lindsey. Motion passed unanimously.

a. Executive Session: To discuss personnel matters pursuant to Section 24-6-402(4)(b)(f)C.R.S.

Motion to move into Executive Session at 6:55 p.m. was made by Ray Coffey and seconded by Debra Neiswonger. Motion passed unanimously.

Motion to reconvene from Executive Session to the regular meeting was made at 7:07 p.m.

13. For the Good of the Order - none

14. Adjournment: There being no further business to come before the meeting, upon motion made by Trustee Coffey and seconded by Trustee Lindsey the meeting adjourned at 7:12 p.m.

Respectfully Submitted

Dolores Sandoval
Administrative Assistant/Recorder

Acting Secretary of the Board of Trustees
Rangeview Library District