

**Rangeview Library District  
Board Meeting  
September 21, 2011**

1. **Call to Order:** A meeting of the Rangeview Library District Trustees was called to order at 4:59 pm. at the Anythink Bennett Library, 495 Seventh Street, Bennett, Colorado. A quorum was recognized.
2. **Trustees Attending:** Kay Riddle, Dorothy Lindsey, Ray Coffey, and Linda Wisniewski.  
**Apologies:** Mizraim Cordero.  
  
**Library Staff Attending:** Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Mindy Kittay, Finance Director; Ronnie Storey, Public Services Director; Lynda Freas, Family Services Director; Susan Dobbs, HR Director; Doug Squires, Maintenance Manager; Matt Hamilton, IT Manager; Frances Swallows, Bennett Library; Deborah Hogue, Commerce City Library; Sandra Sebbas, Huron Street Library.  
**Guests:** Kim Seter, Legal Counsel; Leslie Carrico, Northglenn Councilmember; Paul Wember, Wember Inc.; Nataliya Bass, I-70 Scout.
3. **Additions or Changes to the Agenda:** Remove the Communications Report from the Agenda.
4. **Public Comment:** None.
5. **Consent Agenda Item:** Motion to approve the Minutes of the August 17, 2011 Regular Board Meeting with one edit; audit company Bondi & Co merged with RubinBrown and is now RubinBrown, LLP motion was made by Ray Coffey and seconded by Linda Wisniewski. Motion carried.
6. **Branch Manager's Report – Frances Swallows:** Frances reviewed the programs held at the Bennett branch which include; adult board games, story times for adults, adult crafts, children's baby bounce, story time, music and movement, bingo for books, Anime Manga Club. Frances visits/delivers materials to an assisted living facility twice a month. Tween and Young Adult Library Advisory Boards have been formed.
7. **Director's Report – Pam Sandlian Smith:** Work on the drive through book drop at the Huron Library will start the first part of October. The Brighton branch will have carpet replaced in the high traffic areas including the meeting rooms, with work to start October 10. Jefferson County Library has petitioned to become a special taxing district, they have begun a campaign to "Save Jeffco Libraries" they are asking for support. Pam handed out a sample of a letter of support. Our Development Officer has requested the ability to access the library patron data base for an appeal by the District to consider a foundation donation. Pam explains the request would be in an email from the Library

District with an option to opt out. Names of patrons would not be disclosed to the Foundation, we would maintain the confidentiality of patron's names, what they read and the fact that they use the library.

**Motion to allow use of library patron data for an appeal from the District to donate to the Rangeview Library Foundation was made by Dorothy Lindsey and seconded by Ray Coffey. Motion carried.**

Discussion followed. During the discussion it was confirmed that the use of the data and appeal will come from the Library District only, without disclosure to the Foundation. Any donations will be made to the Foundation at the option of the patrons.

After discussion, the question was called. **Motion carried.**

8. **Finance Director's Report – Mindy Kittay**: Mindy reports there are no changes to the Budget Amendment handed out at the August meeting, she asks for Boards approval. **Motion to approve the 2011 Budget Amendment Resolution was made by Ray Coffey and seconded by Linda Wisniewski.**

**Motion to open the public hearing on the 2011 Budget Amendment was made by Dorothy Lindsey and seconded by Linda Wisniewski at 5:20 pm.**

**Hearing no public comment on the Budget, Motion to close the hearing was made by Dorothy Lindsey and seconded by Ray Coffey at 5:24 pm.**

**The motion was called and upon vote: the Motion carried approving the Resolution of the Board of Directors to amend the 2011 budget.**

9. **HR Director's Report – Susan Dobbs**: Susan reviewed an updated dress policy "Anythink Style" which was included in the board packet. **Motion to approve the Anythink Style dress policy was made by Linda Wisniewski and seconded by Dorothy Lindsey. Motion carried.**  
Susan invited the Board to Training Day, October 10.

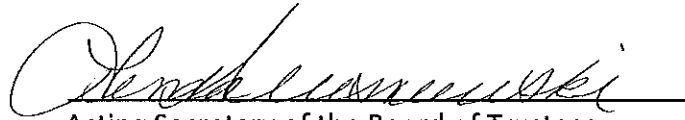
10. **Family Service Director's Report**: Lynda reports Logan MacDonald has been promoted to Collection Development Manager. Logan has put out an RFP for material services; he is also working on catalog cleanup. The final numbers for MySummer show a 92 percent increase over last year.

11. **IT Manager Report – Matt Hamilton**: Matt reviewed highlights from his report which included; structure of his department, creation of a "Standards of Service" which guides the response times and priorities for incident and problem management. Matt submitted an IMLS Learning Lab grant, the grant is part of the Obama Administration's "Educate to Innovate", he should hear by late October early November. The IT department continues to work on upgrades.

12. **Legal Counsel Report:** A Legal Counsel report was submitted in the board packet with no additions.
13. **For the Good of the Order:** Paul Wember, Wember Inc. – Justin Sager no longer with Wember Inc., Wember is working on the Mapleton project. Paul said there are still some walkthroughs and general cleanup of the Perl Mack project and said the folks at Wember are proud of all the projects and sad to see them come to a close. Leslie Carrico, Northglenn Councilmember – Bingo Oasis is newly open in the Northglenn area and is looking for organizations to book timeslots for fundraising. She thanked the library for continuing bookmobile service in the Northglenn area. She is looking forward to Sparkopolis on Saturday. Pam – asks the Boards permission to change the December Board meeting from December 21 to December 14. All were in agreement.
14. **Adjournment:** There being no further business to come before the Board, upon motion made by Trustee Wisniewski and seconded by Trustee Coffey the meeting adjourned at 5:44 pm.

Respectfully Submitted

Dolores Sandoval  
Administrative Assistant/Recorder

  
Acting Secretary of the Board of Trustees  
Rangeview Library District