

**RANGEVIEW LIBRARY DISTRICT  
BOARD MEETING  
OCTOBER 19, 2011**

1. **Call to Order:** A meeting of the Rangeview Library District Trustees was called to order at 5:05 pm. at Anythink Brighton Library, 327 E Bridge Street, Brighton, Colorado. A quorum was recognized.

**Trustees Attending:** Kay Riddle, Dorothy Lindsey, Ray Coffey, 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; Deborah Hogue, Commerce City Library; Sandra Sebbas, Huron Street Library; Dara Schmidt, Brighton Library; Aaron Bock, Brighton Library; Mahala Evans, Development Officer; Ken Devine, Communications; Rebecca Martin, Finance.

**Guests:** Leslie Carrico, Northglenn Councilmember; Steve Lebsock, Thornton Councilmember; Chris Blackwood, PFM Asset Management LLC; Jacqueline Murphy, Legal Counsel.

2. **Additions or Changes to the Agenda:** None
3. **Public Comment:** None
4. **Consent Agenda Item:** Motion to approve the Minutes of the September 21, 2011 Regular Board Meeting was made by Ray Coffey and seconded by Dorothy Lindsey. Motion carried.
5. **Branch Report - Dara Schmidt & Aaron Bock:** The carpet in the meeting rooms and main traffic areas has been replaced. Anythink Brighton just turned two years old; serving more than 627,000 people and circulating over a million items, averaging over 700 people per day. New Tech Guide, Aaron Bock talked about classes he offers which include; resume classes, job seeking, and basic computer classes.
6. **Director's Report - Pam Sandlian Smith:** Pam thanked Doug and team/staff for their work replacing the carpet. She also thanked Susan and her team including staff for all their work on training day. Pam noted we have come a long way, and feels the staff are the stars. Board member Ray Coffey attended training day and realized there are a whole list of books he should be reading. Dorothy Lindsay also attended and noticed a change in staff's energy from prior training days. She also noted it was a fun day and well done. Pam attended the 2011 CAL conference, where Anythink was represented by WF Tech Guide Sheena

Barbour who presented at a couple of programs, and Communications Manager Stacie Ledden who talked about marketing at a preconference. Pam was also on a panel talking about NextGen. Pam's take away from CAL this year is how the industry is actually catching up with us. The keynote speaker on Saturday talked about how libraries need to change to meet the needs of users, saying we have to do away with Dewey. Board member Ray Coffey's term expires in February and would like to return for another term.

**A motion to recommend to the BOCC the reappointment of Trustee Ray Coffey to another term on the RLD Board of Trustees was made by Dorothy Lindsey and seconded by Linda Wisniewski. Motion carried.**

Pam will be attending the Reinventing Libraries Conference in London the first week of November. She will be the closing keynote talking about the Anythink Story. The opening keynote is the Director of the Idea Stores.

7. **Presentation on Economic Trends and Investment Portfolio - Chris Blackwood**: Chris Blackwood is a Sr. Managing Consultant at PFM Asset Management. They are the largest investment advisory firm specializing in government and nonprofits. PFM manages the District's portfolio. Chris gave an overview of his firm, rules of standards, control processes, and the District's permitted investment requirements and the District's authorized investments. Chris gave an update on the Market. He reviewed the districts portfolio composition, noting the portfolio is well diversified among sectors and has excellent credit quality.
8. **2012 Budget Discussion - Mindy Kittay & Pam Sandlian Smith**: One of the processes in working on the 2012 budget started with Mindy asking department heads and managers to prepare vision statements. They were asked to look at the needs they see to run their libraries as well as they can, suggestions, and financial requests for projects/programs and long term capital issues. Mindy handed out a 2012 Budget Memorandum and a "General Fund 3 year financial projections" document. The financial projections document shows a deficit of over \$450,000 for 2012. Mindy reviewed some of the projected increases to expenditures. Increases in technology\_services include; outsourcing phone calls received at all branches using services provided by Unique, explaining staffs time would be free to better serve customers and a replacement schedule for staff and customer computers. Increases to the facilities include; regularly scheduled carpet, upholstery, and window cleaning to better maintain our facilities. Trustee Coffey asked what costs we anticipate with the Mapleton project. Pam stated the move would happen sometime in 2013, the Mapleton location would replace the Washington Street branch and she does not see an increase in costs. After reviewing the documents Pam asked for the Board's guidance and direction.

9. **Legal Counsel Report - Jacqueline Murphy**: Legal counsel will have a camera policy for review at the November meeting. The public hearing on the budget has been published. A judgment on the Northglenn URA issue will be filed soon.

10. **For the Good of the Order**: Northglenn Councilmember, Leslie Carrico enjoyed the Sparkopolis fundraiser. She will be holding a ward meeting at the Wright Farms library on November 9. Thornton Councilmember, Steve Lebsock announced this is his last meeting as the liaison for the City of Thornton. When looking at the move from the Washington location to the Skyview campus, Mr. Lebsock asks us to be cognizant of the two distinct neighborhoods.

11. **Adjournment**: There being no further business to come before the Board, upon motion made by Trustee Wisniewski and seconded by Trustee Lindsey, the meeting adjourned at 6:54 pm.

Respectfully Submitted

Dolores Sandoval  
Administrative Assistant/Recorder

---

Acting Secretary of the Board of Trustees  
Rangeview Library District