

RANGEVIEW LIBRARY DISTRICT
Board of Trustees Meeting
JUNE 20, 2012

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:07 pm. at Anythink Perl Mack, 7611 Hilltop Circle, Denver, Colorado. A quorum was recognized.

Trustees Attending: Kay Riddle, Ray Coffey, Linda Wisniewski.

Apologies: Mizraim Cordero, Dorothy Lindsey.

Staff Attending: Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Mindy Kittay, Finance Director; Susan Dobbs, HR Director; Lynda Freas, Family Services Director; Ronnie Storey, Public Services Director; Matt Hamilton, IT Manager; Stacie Ledden, Communications Manager; Ken Devin, Writer/Editor; Leilani Derr, Graphic Artist; Annette Martinez, Perl Mack Library; Sandra Sebbas, Huron Street Library; Sharon Hall, Bennett Library.

Guests: Kim Seter, Legal Counsel; Marci Whitman, Northglenn councilmember.

2. **Additions or Changes to Agenda:** Motion to add a HR report to the agenda was made by Trustee Wisniewski and seconded by Trustee Coffey. Motion carried.
3. **Public Comment:** none.
4. **Consent Agenda Items:** Motion to approve the Minutes of the May 16, 2012 Regular Board Meeting was made by Trustee Coffey and seconded by Trustee Wisniewski. Motion carried.
5. **Anythink Perl Mack update - Annette Martinez:** Annette reports on a great year stating the public is happy with the number of computers available. She gave an overview of the programs/experience zones such as the holiday program where patrons made scarves, an antique museum display and the hatching of butterflies' exhibit. The community gardens are full. Bee's rescued from the Washington Street branch have been relocated here. MySummer has started out great with 40 children at the kickoff and great attendance at programs. Renee has done a great job with outreach. Annette shared a letter from a patron who thanked us for the wonderful children's programs and complimented children's guide Renee Bohn.
6. **Director's Report - Pam Sandlian Smith:** The Mapleton project continues to go well. We will be meeting with Mary Gulash to work on the furniture. We will be using existing shelving from the Washington Street branch.

-TASHCO, Thornton Arts Sciences and Humanities Council has amended their bylaws to include an ex officio member from the RLD, Suzanne McGowan has been attending meetings and will be our representative.

-The foundation has approved a resolution to adopt Anythink Foundation as their trade name. Foundation chair, Brian Hall belongs to the Westminster 7:10 Rotary Club, Anythink Foundation will partner with them in a fundraiser to sell peaches. Anyone interested in selling peaches, let Pam know.

- After discussion the decision to set a date to meet with the Adams County Commissioners to update them on the library has been postponed to after the election.

- Trustee Coffey would like the trustees to be included in the advocacy training, which is part of the strategic plan.

- Pam and Dennis Humphries will be doing a presentation on Sunday at the ALA conference in Anaheim California; Pam will send everyone a link to the video which is part of the presentation.

7. **Finance Director's Report - Mindy Kittay:** Mindy handed out financials. She has four awesome volunteers in her department who are working on digitization of data, and reports they are current on the project. She is on two committees; in an advisory position for EDGE and on the Statistical Report Advisory committee for PLA's PLDS (public library data service).
 - Update on Adams County Retirement Pension Plan: The legislation that the board has been working on has passed. This will allow pension boards to make modifications to plans to ensure plans are sustainable. They are working on various numbers/scenarios and whatever they decide will go into effect January 2014. Pam says they are being mindful and thoughtful of making the right decisions to sustain the plan.

8. **HR Director's Report - Susan Dobbs:** Susan reports staff are half way through this year's wellness program also saying the program has lots of good reminders/tips about eating well and exercising. The theme for this year's training day was compassion for each other and our customers. After a lot of good intentions and after running into many obstacles with finding a community service project for our group a decision was made to give staff the day off to explore their creativity. The board approved the decision.

9. **Family Service Director's Report - Lynda Freas:** Lynda handed out a rendering of the Wright Farms nature explore garden which is fully funded. A bid process was conducted with the project to be completed by Fransen Pittman. Work will start beginning of July with completion by end of July. We will also start working on raising money for the gardens at Commerce City and Brighton.

10. Public Service Director's Report - Ronnie Storey: Ronnie reviewed the monthly report from the Huron branch. She reports that 5 of the 7 branches are at 90+ % self-check. Bennett and Commerce City are at 70%. Pete the Cat author Eric Litwin will be at the Huron branch on July 9 and on July 12 at Brighton and Wright Farms. Ronnie and Suzanne McGowan are working on launching a hospitality program for Anythink. While attending this year's ALA conference in Anaheim they will also attend Customer Service Disney style and hope to bring back something fun.

11. Communications Manager's Report - Stacie Ledden: Stacie introduced newest member of the communications department anythink designer, Leilani Derr. The communications department is working on an awareness campaign to help promote the foundation. The foundation has a new member, Kevin O'Connell. Stacie reports a soft launch of VuFind will happen next week, hoping to make access/login to the website as easy as possible. The newsletter "Spark" will be out next week and will feature an interview with library board president Kay Riddle. The big focus of the issue will be the Strategic Plan letting the community know about the vision of the district. The Bill and Melinda Gates foundation came in with a \$25,000 sponsorship for R2.

12. IT Manager's Report - Matt Hamilton: Starting Monday, work begins to change the catalog computers over to VuFind. Over 2500 people have checked out the test site for 3500 uses. Survey responses have been very positive. IMLS update - focus groups have been held with folks from Adams County schools to let them know about the project and to get feedback as partners and also with Anythink teen and tech guides. Matt and his team traveled to San Francisco for the latest grant convening covering evaluation of the project for grant purposes and planning, sustainability, communication strategies, programming and partnerships. A design camp will take place on July 20 at Wright Farms. Technology upgrades include: July 1, launch of wireless printing; July 9, an upgrade to public access computers at the Washington Street branch to Windows 7 and office 2010; new self-check machines are also coming.

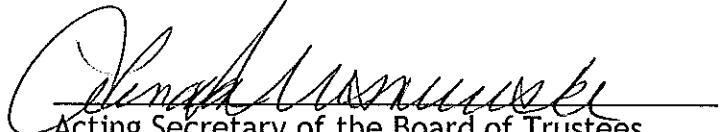
13. Legal Counsel Report - Kim Seter: Kim will have the Mapleton IGA to Pam in the next couple of weeks. Issue with Aurora - Kim stated we are under the notion that library districts have set boundaries once formed and no way to change them within the law. *Currently under Colorado law, there is no mechanism available to exclude property from an existing library district once it has been annexed to a municipality that has an established public library system.* Aurora city council held a work session this past Monday where legislation to change the law to allow cities to exclude properties from library districts was proposed. After 25 minutes the meeting closed and further discussion was postponed to the 23rd. Kim met with the Mayor this morning to talk about helping Aurora get a library district started. Kim hopes we have them headed towards forming a library district saying the meeting went well and he will keep us informed.

14. For the Good of the Order: Northglenn councilmember, Marci Whitman reminded everyone of the Fourth of July festivities.

15. Adjournment: There being no further business to come before the board, upon motion made by Trustee Wisniewski the meeting adjourned at 6:28 pm.

Respectfully submitted

Dolores Sandoval
Administrative Assistant/Recorder


Acting Secretary of the Board of Trustees
Rangeview Library District