

RANGEVIEW LIBRARY DISTRICT
BOARD MEETING
APRIL 18, 2012

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:01 pm. at Anythink Washington Street, 8992 Washington Street, Thornton, Colorado. A quorum was recognized.

Trustees Attending: Kay Riddle, Ray Coffey, Dorothy Lindsey, Linda Wisniewski, Mizraim Cordero.

Staff Attending: Susan Dobbs, HR Director; Dolores Sandoval, Administrative Assistant/Recorder; Ronnie Storey, Public Services Director; Lynda Freas, Family Services Director; Mindy Kittay, Finance Director; Doug Squires, Facilities Manager; Ken Devine, Writer/Editor; Kathy Totten, Washington Street Library; Deborah Hogue, Commerce City Library; Laci Henning, Washington Street Library.

Guests: Kim Seter, Legal Counsel; Marci Whitman, Northglenn Councilmember; Cheryl Wallace, Rubin Brown LLP; Zeb Smith, Rubin Brown LLP.

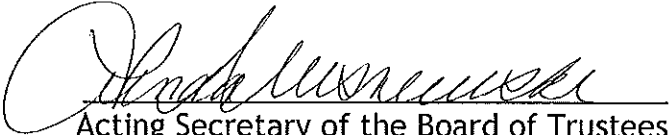
2. **Additions or Changes to Agenda:** None.
3. **Public Comment:** None.
4. **Consent Agenda Items:** Motion to approve the Minutes of the March 21, 2012 Regular Board Meeting was made by Trustee Wisniewski and seconded by Trustee Coffey. Motion carried.
5. **Presentation of Audit - RubinBrown:** Cheryl Wallace with RubinBrown reported on the RLD 2011 Annual Financial Report. She stated there were no disagreements with management. She reviewed the RLD Financial report and pointed out two adjustments. She also reviewed the Report to Governance. This document is divided into three sections: **Financial Analyses**, this section graphically displays financial trends. Graphs include; Revenue Sources, Expenditures and Fund Balance Classifications. **Positive Observations** are noted improvements in operations and internal controls from 2010. **Advisory Comments and Suggestions** list suggestions for enhancing the District's financial operations and internal controls.
6. **Branch Manager Report - Kathy Totten & Laci Henning:** Kathy welcomed the board. Kathy and Laci showed a power point presentation highlighting experience zones in the branch and on the Bookmobile. Laci talked about the teen advisory board stating they are held accountable by signing a form, they are required to perform tasks at the library, and they attend formal meetings with formal agendas. A very popular program held on Tuesday nights is family fun night which is for all ages. Anythink in Motion (bookmobile) staff went from 4 to 2. Kathy created a quick reference website for her staff to access

information on various questions including; where to pick up tax forms, the judicial system, where to donate books, where/who accepts services hours, readers advisory. Laci brought in Chester, a bearded dragon who is the branches living experience zone.

7. **Director's Report - HR Director Susan Dobbs:** A representative from YouMedia spoke at the last leadership meeting. She shared philosophies and gave good insights of the project; the leadership team was able to ask questions as well. Susan reported on the Yellow Geckos first Karaoke event, which was a great success with 50-60 in attendance.
8. **Finance Director Report - Mindy Kittay:** RLD received a request from the Director of the Aurora Public Library asking if we would be willing to incorporate the Aurora Library into our system/district. *This request went out to Douglas, Arapahoe and Denver County public libraries as well.* A task force was formed after a failed vote to fund the Aurora libraries in 2009. One solution they came up with was to incorporate into other library systems. Mindy asked for Board's direction. After discussion, the Board the board declined the request.
9. **Legal Counsel Report - Kim Seter:** Nothing new to report. Election of officers will be held at the May meeting.
10. **For the Good of the Order:** Mindy said it's a wait and see, of the changes to the retirement plan. Trustee Lindsey said it was nice to see Lynda Freas back. Trustee Lindsey recently was in Palm Springs and stopped in the library, she noted it was like going back to the dark side, made her appreciate Anythink libraries.
11. **Adjournment:** There being no further business to come before the board, upon motion made by Trustee Lindsey, the meeting adjourned at 6:02 pm.

Respectfully submitted

Dolores Sandoval
Administrative Assistant/Recorder


Acting Secretary of the Board of Trustees
Rangeview Library District