

RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES  
AUGUST 21, 2013

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:02 pm at Anythink Bennett, 495 Seventh Street, Bennett, Colorado. A quorum was recognized.

**Trustees Attending:** Dorothy Lindsey, Ray Coffey, Linda Wisniewski, Kerry Glenn.

**Apologies:** Mizraim Cordero.

**Staff Attending:** Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Stacie Ledden, Communications Director; Logan Macdonald, Collection Development Director; Lynda Freas, Family Services Director; Ronnie Storey, Public Services Director; Matt Hamilton, IT Director; Doug Squires, Facilities Manager; Erica Grossman, Writer/Editor; Sharon Hall, Bennett Library; Sandra Sebbas, Huron Street Library; Deborah Hogue, Commerce City Library; Kaye Barnes, Bennett Library.

**Guests:** Kim Seter, Legal Counsel; Marci Whitman, Northglenn Councilmember; Lynne Fox, Thornton Councilmember.

2. **Additions or Changes to the Agenda:** None.
3. **Public Comment:** None.
4. **Consent Agenda Items:** Motion to approve the Minutes of the July 17, 2013 Regular Board Meeting was made by Trustee Glenn and seconded by Trustee Wisniewski. Motion carried.
5. **Branch Manager Report - Sharon Hall & Kaye Barnes:** Sharon reports there are changes in the Bennett schools which are affecting statistics, they include; the district going to a four day school week, and the closing of the CCA where most of the students are being absorbed into the Bennett school district with some going to the charter school. Staff changes include Kaye Barnes moving to a full time youth services guide position. Kaye will act as manager while Sharon is on maternity leave. Kaye reports there are usually 40+ in attendance at programs and 100+ during the mySummer programs. She showed some items purchased for experience zones.
6. **Director's Report - Pam Sandlian Smith:** Pam reviewed the Narrative for the 2013 Budget Amendment. Due to the increase in the general fund a public hearing to amend the budget is required.  
Pam received a report from the assessor's office which shows an increase of 2.5%, also stating this is a preliminary assessed value.

The admin team is working with the finance department on the 2014 budget; they are concerned about the materials budget, technology replacement cycle, courier van and health insurance premiums. Pam asked the Board for direction as they move forward with budget planning. The Board gave their approval. Pam stated that it was a tremendous opportunity to participate in the Dialogue on Public Libraries at the Aspen Institute which was funded by the Gates Foundation.

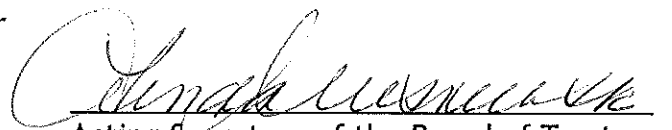
7. **HR Director's Report - Susan Dobbs:** We have two people in the 30hr work week classification and plan on asking them to move into either 20 or 40hr work week starting January 2014. Also starting January 2014, we will require all employees to have direct deposit set up for pay. Susan is scheduling health care meetings for non-benefited staff to help educate them on the upcoming health care requirements. Sometime in October/November Susan will be including policies to review, tweak as needed and approve. As the Mix it Up wellness program comes to an end, the Yellow Geckos will be hosting a kickball barbeque on August 25 at Woodglen Park in Thornton. Other events to put on your calendars; Friday October 25, bowling night and December 11, staff appreciation breakfast.
8. **Facilities Manager's Report - Doug Squires:** Doug reports all facilities are running well. Highlights include; the old Northglenn branch is working well for IT and Outreach staff, the old Washington branch is being used for storage, the back parking lot at York street is now open with 90 spaces available, a museum quality book burning exhibit at Wright Farms, Brighton is preparing for the nature explore garden where Doug will act as general contractor on the project. Manuel Flores is retiring in September after 33 years. Doug shared goat stories.
9. **Family Services Director's Report - Lynda Freas:** Lynda recognized Deborah Hogue and Sandra Sebbas for agreeing to serve lunches through the Food Bank of the Rockies. The Feed America group interviewed families at the Commerce City branch about their experience. Five of our libraries have applied to provide after school snacks this fall. We had a successful My Summer program with almost eleven thousand participants, up 67% from last year.
10. **Collection Development Director's Report - Logan Macdonald:** Logan reports Jennifer Hendzlik from the collection development is co-chair of the readers advisory group for CAL and is also on the CAL annual conference program committee where she brings Anythink spirit with her to the statewide events.
11. **IT Director's Report - Matt Hamilton:** Matt has hired a new help desk technician. Matt is also planning for tech fest 2014, content areas will be similar to last year, and he is looking for mentors. All phone lines and bandwidth that had contracts that were up have been moved over to Comcast.

The Colorado Public Library Association will be holding a Make your Makerspace Workshop on Friday September 6 at the Wright Farms library. Several staff will be participating by giving some hands on demonstrations, tours and also participating in the discussions throughout the day.

12. **Communications Director's Report - Stacie Ledden:** The backyard concert series wrapped up on August 9<sup>th</sup>, where \$4000 was raised to go toward the Nature Explore gardens at Brighton. The communications department with help from Doug and the WF staff finished the installation of the Fires of Hate exhibit. Stacie reports the exhibit sparked some incredible conversations. An opening reception included holocaust survivor, Walter Plywaski where there were at least 300 people in attendance. The next project for the department will be to work with the WF team to put together a panel on censorship.
13. **Public Service Director's Report - Ronnie Storey:** Councilmember Lynne Fox and her husband participated in the National Dance Day event held at Wright Farms. All staff training day will be held October 14 at the Brittany Hill event center. This year's theme is cultivating connections. This year CAL is October 17-19.
14. **Legal Counsel Report - Kim Seter:** Kim reports they've seen quite a few Federal law suits from a company called Malibu Media, which is a porn company. Movies are being downloaded at libraries, the company is suing IP addresses by the hundreds. So far the libraries have been dismissed. Seter & Vander Wall has hired Adams County attorney, Jennifer Wascak she starts September 2<sup>nd</sup>.
15. **For the Good of the Order:** Trustee Coffey noted the nice comments under the statistics. Stacie reports that for the most part they get really positive, engaged comments.
16. **Adjournment:** There being no further business to come before the Board, upon motion made by Trustee Coffey and seconded by Trustee Wisniewski the meeting adjourned at 6:29 pm.

Respectfully Submitted

Dolores Sandoval  
Administrative Assistant/Recorder

  
Acting Secretary of the Board of Trustees  
Rangeview Library District