

**RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
JANUARY 15, 2014**

1. **Call to Order:** A meeting of the Rangeview Library District was called to order at 5:05 pm at Anythink Wright Farms, 5877 E 120th Avenue, Thornton Colorado. A quorum was recognized.

Trustees Attending: Dorothy Lindsey, Ray Coffey, Linda Wisniewski.

Apologies: Mizraim Cordero, Kerry Glenn.

Staff Attending: Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Susan Dobbs, HR Director; Logan Macdonald, Collection Development Director; Lynda Freas, Special Projects Director; Stacie Ledden, Communications Director; Ronnie Storey, Public Services Director; Rebecca Martin, Finance Manager; Suzanne McGowan, Wright Farms branch; Dara Schmidt, Brighton branch; Sandra Sebbas, Huron Street branch.

Guests: Elizabeth Dauer, Legal Counsel; Jan Kulmann, Thornton Councilmember.

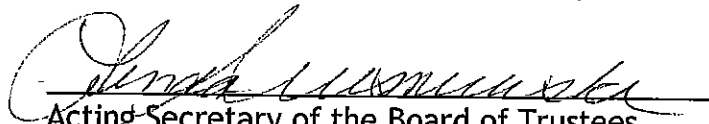
2. **Additions or Changes to the Agenda:** None.
3. **Public Comments:** Thornton Councilmember, Jan Kulmann introduced herself as the new liaison for the City of Thornton.
4. **Consent Agenda Item:** Motion to approve the Minutes of the November 20, 2013 Regular Board Meeting was made by Trustee Coffey and seconded by Trustee Wisniewski. Motion carried.
5. **Director's Report - Pam Sandlian Smith:** Pam reviewed the 2014 Operating Plan, highlighting some of the goals set by the admin team and branches. This year's plan includes goals from branches as well as from the Foundation. Pam notes this document shows how the entire organization is focusing on our 5 key strategies. Pam will be taking a three week sabbatical the end of February, Logan Macdonald will be in charge during Pam's absence.
6. **Finance Manager's Report - Rebecca Martin:** Rebecca handed out the November financials. The finance department has begun preparation for the 2013 audit; fieldwork will be conducted the week of April 14. Rebecca will be meeting with PFM to review the district's portfolio of investments on January 16.
7. **HR Director's Report - Susan Dobbs:** Susan reviewed the draft of the employee handbook policy cleanup/changes/updates. She will have Mountain States Employer's Council review the updates and will bring back suggested changes made to the March meeting. Susan asks for the Boards approval on the draft.

Motion to approve the changes/updates to the employee handbook was made by Trustee Coffey and seconded by Trustee Wisniewski. Motion carried.

8. **Legal Counsel Report - Elizabeth Dauer:** Elizabeth gave a brief overview of the Northglenn Urban Renewal v. Adams County case. Stating due to the holidays there has not been a lot of changes/updates. The discussion has been mainly about if the TIF calculations were correctly reviewed by the Special Master. The Judge has decided to hold an evidentiary hearing to hopefully straighten the matter out. The Anythink Board received a letter from the City of Northglenn/NURA proposing a meeting to include all taxing entities and parties involved to meet for a discussion. The Annual Administrative resolution was included in the board packet, Elizabeth asks for board's approval. **Motion to approve the Annual Administrative Resolution was made by Trustee Coffey and seconded by Trustee Wisniewski. Motion carried.**
9. **For the Good of the Order:** Trustee Coffey attended a meeting of the legislative committee for CAL where Senator Pat Steadman received an award for legislator of the year. Ray notes the two million dollar grant received statewide is in this year's budget.
10. **Executive Session:** Pursuant to Section 24-6-402(4) to discuss personnel matters as allowed by subparagraph (f). **Motion to move into Executive Session was made by Trustee Wisniewski at 5:50 pm. Motion carried.**
Motion to reconvene from Executive Session to the regular meeting was made at 6:24 pm. Motion carried.
11. **Adjournment:** There being no further business to come before the Board, motion was made at 6:27pm to adjourn.

Respectfully Submitted

Dolores Sandoval
Administrative Assistant/Recorder


Acting Secretary of the Board of Trustees
Rangeview Library District