

**RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
MARCH 19, 2014**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:05 pm at Anythink Huron Street, 9417 Huron Street, Thornton Colorado. A quorum was recognized.

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

**Apologies:** Mizraim Cordero.

**Staff Attending:** Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Susan Dobbs, HR Director; Lynda Freas, Special Projects Director; Matt Hamilton, IT Director; Rebecca Martin, Finance Manager; Doug Squires, Facilities Manager; Heidi Van Ness, Finance Dept.; Erica Grossman, Writer/Editor; Sandra Sebbas, Katharine Phenix, Julie Rice, Genne Boggs, Huron Street; Kathy Totten, York Street; Dara Schmidt, Brighton.

**Guests:** Kim Seter/Elizabeth Dauer, Legal Counsel; Chris Blackwood, PFM Asset Management LLC; Jan Kulmann, Thornton Councilmember; Kyle Mullica, Northglenn Councilmember; Micaela Sanchez, Highplains Library Dist.

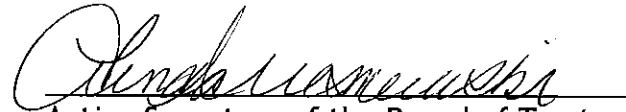
2. **Additions or Changes to the Agenda:** Change Item #8 - add IT Director Report, move Facilities Manager report to #12 (executive session).
3. **Public Comments:** None.
4. **Consent Agenda Item:** Motion to approve the Minutes of the February 19, 2014 Regular Meeting was made by Trustee Coffey and seconded by Trustee Wisniewski. Motion passed.
5. **Huron Street Branch Manager's Report- Sandra Sebbas:** The Huron Street guides; Katharine Phenix, Julie Rice, Genne Boggs each shared a two-minute program with the Board.
6. **Review of PFM investments and discussion of investment options - Chris Blackwood:** PFM has been the District's investment advisory firm for 4/5 years. They are a national firm with a focus on government entities. Chris reviewed

7. **Library Director's Report - Pam Sandlian Smith:** The draft of the employee handbook presented at the January meeting is still in progress. For the past couple of years we have been doing joint programming with the Boulder Museum of Contemporary Art at the Huron Street, Wright Farms and Brighton branches with programs held once a month during the school season. They contacted us and said they would like to expand programming to twice a month starting in 2015. Pam notes a couple of staff who are leaving; Carole Seymour is retiring after 25 years of service. Finance Manager, Rebecca Martin turned in her resignation effective June 1. Pam proposes a retreat for the Board to work on the Strategic Plan which ends 2014.
8. **IT Director's Report - Matt Hamilton:** Matt states e-rate runs July 1, 2014 - June 30, 2015, we are currently looking at contracts. Our VoIP (*voice over internet protocol*) contract ends January 2015H. He received proposals from 11 vendors, and has selected Peak Up Time.
9. **Discussion of PLA 2014 Conference:** Trustee Coffey attended this year's conference stating Indianapolis is a cool, vibrant city. Also stating the best part was Camp Happiness. He attended many presentations including Anythink staff's presentations. Susan reports there were streams of people going through Camp Happiness wanting to know what we do here. Erica states a lot of people left Camp Happiness brainstorming ideas about participatory/interactive projects they can bring to their libraries. Pam states Camp Happiness was an example of how you can present information in an alternative way and use space in a different way.
10. **Legal Counsel Report:** No updates.
11. **For the Good of the Order:** Ray attended the Colorado Association of Libraries Lobby day at the State Capital today.
12. **Executive Session -**Motion was made and carried to move into Executive Session at 6:33 pm by Trustee Glenn and seconded by Trustee Wisniewski; pursuant to Section 24-6-402(4) to discuss personnel matters as allowed by subparagraph (f) and for the sole purpose of discussing the sale and proposed purchase price for the property at 8992 Washington Street as allowed by subparagraph (a).

**Motion to reconvene from Executive Session to the regular meeting**

Respectfully submitted,

Dolores Sandoval  
Administrative Assistant/Recorder

  
Acting Secretary of the Board of Trustees  
Rangeview Library District