

**RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
JULY 16, 2014**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:03 pm. at Anythink Wright Farms, 5877 E 120<sup>th</sup> Avenue, Thornton Colorado. A quorum was recognized.

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

**Staff Attending:** Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Lynda Freas, Special Projects Director; Susan Dobbs, HR Director; Stacie Ledden, Communications Director; Logan Macdonald, Collection Development Director; Ronnie Storey, Public Services Director; Doug Squires, Facilities Manager; Nan Fisher, Finance Manager; Heidi Van Ness, Payables Pro; Erica Grossman, Writer/Editor; Sandra Sebbas, Anythink Huron; Suzanne McGowan, Anythink Wright Farms; Kathy Totten, Anythink York Street.

**Guests:** Elizabeth Dauer, Legal Counsel; Jessica Mueller & Matt Beerbower, Rubin Brown LLP.

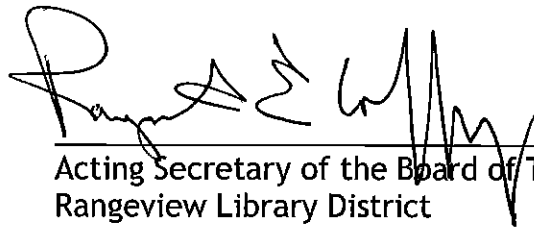
2. **Additions or Changes to the Agenda:** Remove HR Director report and add an Executive Session to the agenda.
3. **Public Comment:** None.
4. **Consent Agenda Items:** Motion to approve the Minutes of the June 18, 2014 Regular Board Meeting was made by Trustee Wisniewski and seconded by Trustee Glenn. Motion carried.
5. **Branch Manager's Report - Suzanne McGowan:** Suzanne shared a notebook highlighting Anythink Wright Farms' work on hospitality and cultivating connections. She also shared comment cards received from customers.
6. **Presentation of the 2013 Audit, Rubin Brown:** Matt Beerbower and Jessica Mueller of Rubin Brown reviewed the RLD 2013 Annual Financial Report and the Report to Governance - View Points for the year ended December 31, 2013 stating there were no disagreements with management during the course of the audit. Motion to accept the 2013 Audit was made by Trustee Coffey and seconded by Trustee Wisniewski. Motion carried.
7. **Finance Manager's Report - Nan Fisher:** Nan reports things are going well in her department. She presented the financials for the month ending June 2014. Motion to accept the June 2014 financials was made by Trustee Glenn and seconded by Trustee Coffey. Motion carried.

8. **Library Director's Report - Pam Sandlian Smith:** The Administrative team spent the morning interviewing candidates for the Anythink Brighton manager position. We have contracted with Lewan and Associates to work on the audit of the IT department; we hope to have this accomplished by end of July. Today the FCC decided to not do what the FCC Commissioner proposed with E-Rate, which was to slash funding. Training days: October 13-will be a day to clean up and catch up and November 11- will be held at the Museum of Nature and Science.
9. **Collection Development Director's Report - Logan Macdonald:** The public computer project is in full swing; our IT department has received two computer samples and is building an image of the software we will be using. Logan reports that finally all major publishers are selling e-books to libraries. We have completed purchasing early literacy materials with the money received from the State Grants to Libraries program, most materials are here and on the shelves, results are an increase in circulation due to all the new material. The Sharknado team has been working on the VuFind project; they have viewed two vendor demos last week with two more next week and will have final suggestions for the Admin team in September.
10. **Communications Director's Report - Stacie Ledden:** Stacie handed out a copy of "Spark". She shared a comment received from a customer who lives near the WF branch when they are in the states, but he and his wife spend most of their time as missionaries in Southern Africa. He said using Anythink to download e-books is a godsend to them, they are avid readers and there is very little quality reading material in their area. Just one more way Anythink is thinking outside the box to promote reading around the globe.  
The second Backyard Concert was held on Friday. Due to the inclement weather the concert was held indoors with more than 200 in attendance with a lot of great comments. The national initiative of Outside the Lines is moving forward with 82 libraries signed up so far.
11. **Legal Counsel Report - Elizabeth Dauer:** None.
12. **Executive Session:** Motion to go into Executive Session to discuss the sale and proposed offer on the 8992 Washington Street real property as authorized by 24-6-402-(4)(a) C.R.S. at 6:03 pm was made by Trustee Glenn and seconded by Trustee Cordero. Motion carried.
13. **For the Good of the Order:** None.

14. Adjournment: There being no further business to come before the Board, motion to adjourn was made at 6:58 pm. Motion carried.

Respectfully submitted,

Dolores Sandoval  
Administrative Assistant/Recorder



Acting Secretary of the Board of Trustees  
Rangeview Library District