

RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING
NOVEMBER 19, 2014

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:02 pm. at Anythink Wright Farms, 5877 E 120th Ave, Thornton Colorado. A quorum was recognized.

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

Staff Attending: Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Susan Dobbs, HR Director; Lynda Freas, Special Projects Director; Ronnie Storey, Public Services Director; Logan Macdonald, Director of Products and Technology; Heidi Van Ness, Payables Pro; Erica Grossman, Writer/Editor; Sandra Sebbas, Anythink Huron; Annette Martinez, Anythink Perl Mack; Suzanne McGowan, Anythink Wright Farms; Sharon Hall, Anythink Bennett; Jackie Kuusinen, Anythink Brighton.

Guests: Elizabeth Dauer, Legal Counsel; Sam Nizam, City of Thornton Councilmember.

2. **Additions or Changes to the Agenda:** Remove item #10 from the Agenda.
3. **Public Comment:** None.
4. **Consent Agenda Items:** Motion to approve the Minutes from the October 15, 2014 Regular Meeting, October 22, Special Board Meeting and the 2015 Trustee Meeting Schedule was made by Trustee Coffey and seconded by Trustee Wisniewski. Motion carried.
5. **Director's Report - Pam Sandlian Smith:** The October financials were included in the board packet. Motion to accept the October financials was made by Trustee Cordero and seconded by Trustee Coffey. Motion carried.

Motion to open the Public Hearing at 5:04 pm on the 2014 Budget Amendment was made by Trustee Cordero and seconded by Trustee Glenn. Motion carried.

Motion to close the Public Hearing at 5:06 pm. on the 2014 Budget Amendment was made by Trustee Wisniewski and seconded by Trustee Glenn. Motion carried.

Motion to Approve the Resolution adopting the 2014 Budget Amendment and appropriating funds was made by Trustee Coffey and seconded by Trustee Glenn. Motion carried.

Motion to open the Public Hearing on the 2015 Budget at 5:07 pm. was made by Trustee Cordero and seconded by Trustee Coffey. Motion carried.

Motion to Close the Public Hearing on the 2015 Budget at 5:08 pm was made by Trustee Cordero and seconded by Trustee Wisniewski. Motion carried.

Motion to Approve the Resolution adopting the 2015 Budget and appropriating funds was made by Trustee Coffey and seconded by Trustee Cordero. Motion carried.

Pam gave an FYI regarding software for the HR & Finance dept. currently we use ADP for payroll/HR and use Caselle in our finance dept. The team found these systems challenging. We will be moving to Paycom for payroll and HR services and QuickBooks for our finance dept.

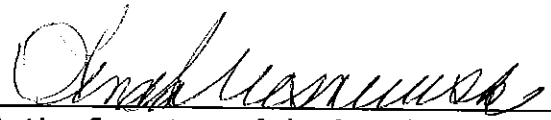
The contract for the sale of the Washington Street property has been signed and earnest money has been transferred. A structural test will be done tomorrow; we are anticipating a January closing.

This year's training day was held at the Denver Museum of Nature and Science with more than 130 staff in attendance including Board Member Ray Coffey.

6. **HR Director's Report - Susan Dobbs:** Susan reports Anythink has added Mother's Day to the list of closed days for 2015. City of Thornton manager Jack Ethredge and his planning department have invited us to meet with them and talk about some of the things happening in Thornton. Susan invites the Board to the staff appreciation breakfast December 10. Anythink will sponsor an Adams County family this holiday season with proceeds from our annual fundraiser and gifts purchased by staff.
7. **Public Service Director's Report - Ronnie Storey:** Ronnie reports she has been doing a lot of interviewing; she shared some of the questions asked in all interviews.
8. **Director of Special Projects Report - Lynda Freas:** Lynda reports the MySummer committee has begun work on next year's programs. Anythink has been awarded \$32,000 by Adams County Open Space to bring Explore Outdoors to Anythink Commerce City.
9. **Director of Products and Technology - Logan Macdonald:** We have a new online product called Lynda.com; it is available for anyone with an Anythink library card. Lynda.com has online video tutorials to help you learn software, creative and business skills.
10. **Legal Counsel Report - Elizabeth Dauer:** None.
11. **For the Good of the Order:** None.
12. **Adjournment:** There being no further business to come before the Board, Motion to adjourn at 5:45 was made by Trustee Wisniewski and seconded by Trustee Cordero. Motion carried.

Respectfully submitted,

Dolores Sandoval
Administrative Assistant/Recorder

A handwritten signature in cursive script, appearing to read "Dolores Sandoval", is written over a horizontal line.

Acting Secretary of the Board of Trustees
Rangeview Library District