

**RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING  
JULY 20, 2016**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:03 pm at Anythink Northglenn, 10530 Huron Street, Northglenn. A quorum was recognized.

**Trustees Attending:** Ray Coffey, Lynne Fox, Burke Beu, Linda Wisniewski and Kerry Glenn.

**Staff Attending:** Pam Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Susan Dobbs, Assistant Director; Ronnie Storey, Public Services Director; Logan Macdonald, Director of Products and Technology; Nan Fisher, Finance Manager; Doug Squires, Facilities Manager; Heidi Van Ness, Payables Pro; Erica Grossman, Creative Lead; Kathy Totten, York Street; Sharon Hall, Bennett; Deborah Hogue, Commerce City; Frank Haskett, IT Manager.

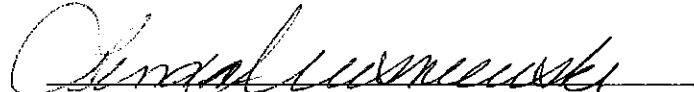
**Guests:** Kim Seter, Legal Counsel; Marci Whitman, Northglenn Councilmember.

2. **Additions or Changes to the Agenda:** Move agenda item #11 after item #4.
3. **Public Comment:** None.
4. **Consent Agenda Items:** Motion to approve the Minutes of the June 15, 2016 Regular Board Meeting was made by Trustee Fox and seconded by Trustee Glenn. Motion carried.
5. **Legal Counsel Report - Kim Seter:** Legal Counsel will continue to pursue the parking space issue for the Northglenn property and work on having the Right of Reverter from Adams County removed. Kim announced that Elizabeth Dauer has been hired by another firm.
6. **Anythink Northglenn Update - Logan Macdonald:** Logan welcomed all to the newly renovated Support Services building which is home to (upstairs) tinker space, IT department and the Collection Development department; (downstairs) Outreach department, Facilities and storage.
7. **Presentation and Acceptance of the 2015 Audit, RubinBrown- Matt Beerbower:** Matt reviewed the ViewPoints/Report to Governance and the RLD 2015 Annual Financial Report, stating there were no disagreements with management.  
**Motion to accept the 2015 Audit was made by Trustee Wisniewski and seconded by Trustee Glenn. Motion carried.**

- 8. Finance Manager's Report - Nan Fisher:** Nan Reviewed the June 2016 Financials.  
Nan states this year the Adams County Treasurer fees to collect our taxes has increased from 1 % to 1.5% this has happened without notification, she is investigating.  
**Motion to accept the June 2016 Financials was made by Trustee Glenn and seconded by Trustee Fox. Motion carried.**  
Nan reports the financial policy states we should initiate a formal RFP for audit services every five years, she will be sending out an RFP and asked if any Board members would like to be on the selection committee. Lynn, Kerry and Ray all volunteered.
- 9. Library Director's Report - Pam Smith:** Pam thanked the Board for the salary increase for the Concierges. She also thanks Doug, Kay and Gretchen for coordinating with Carmel Apple Farms to bring goats to the library. She thanked all who worked to get the Northglenn space renovated.  
Pam reports they have not heard back from the folks that showed interest in purchasing the Washington Street property.  
Pam will be in Chicago in October and asks if the board meeting could be moved to October 12. The Board agreed.  
She invites the Board to participate in the "What Every American Needs to Know" conversation on September 22, she will send out more information.  
Pam handed out a draft of the "Oh, the Places We'll Go!" document, a summary from the January retreat.
- 10. Assistant Director's Report - Susan Dobbs:** Susan reports the DOL's new "White Collar" Exemption rule goes into effect on December 1, 2016. She states we are evaluating the ruling as it pertains to libraries and will be coming to the Board for recommendations as it will impact the 2017 budget.  
Susan invites the Board to Trivia Night on Friday, July 29, hosted by the Yellow Geckos.
- 11. Director of Public Services Report - Ronnie Storey:** Ronnie reviewed some of the behind the scenes work that helps to keep our libraries running smooth so customers have great experiences.
- 12. For the Good of the Order:** Trustee Fox shared her experience of a Great Divide Brewery tour.
- 13. Adjournment:** There being no further business to come before the Board, upon motion made by Trustee Fox and seconded by Trustee Wisniewski the meeting adjourned at 6:24 pm.

Respectfully submitted,

Dolores Sandoval  
Administrative Assistant/Recorder



Acting Secretary of the Board of Trustees  
Rangeview Library District