

**RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING  
AUGUST 19, 2020**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:03 pm. The meeting was virtual, due to COVID-19.

**Trustees Attending:** Andrew Southard, Gretchen Lapham, Yadira Caraveo, Suzie Brundage.

**Apologies:** Lynnie Fox.

**Guests:** Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Susan Dobbs, Assistant Director; Stacie Ledden, Director of Strategic Partnerships; Logan Macdonald, Director of Products and Technology; Nan Fisher, Finance Manager.

**Guests:** Cameron Richards, Legal Counsel.

*(Total signed in to GoToMeeting – 20)*

2. **Additions or Changes to the Agenda:** None. **Motion to approve the Agenda was made by Trustee Caraveo and seconded by Trustee Lapham. Motion carried.**

3. **Public Comment:** None.

4. **Motion to approve the Minutes from the July 15, 2020 Regular board meeting was made by Trustee Caraveo and seconded by Trustee Lapham. Motion carried.**

5. **Finance Manager's Report – Nan Fisher:** Nan reviewed the July 2020 financials. **Motion to accept the July 2020 financials was made by Trustee Caraveo and seconded by Trustee Lapham. Motion carried.**

6. **Library Director's Report – Pam Sandlian Smith:** Pam reported on the re-opening of the branches, stating it has gone extremely smooth, with circulation very moderate/slight. She states just before COVID-19, she met with the City of Thornton regarding the Aylor project, stating Anythink will continue to communicate with them about what's next for the project.  
She received an email from Adams County regarding a TIF funding project, she will report back once she has more information

7. **Assistant Director's Report – Susan Dobbs:** Susan sent out an email regarding the eagerness to learn challenge, stating participants can earn a sticker for their water bottles. She asks the Board to let her know if they would like to participate in the upcoming virtual CAL conference.

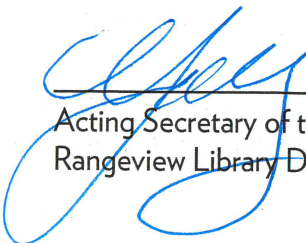
8. **Director of Products and Technology Report – Logan Macdonald:** Logan reports on the WISE transition, stating it is better every day and we are getting close to resolving all AI issues. He reports they are working on adding back the NEW materials carousel.

Also his department is working on installing a new automated materials sorter at Northglenn. The Studio at Wright Farms is giving out mini fairy garden kits.

9. **Director of Customer Experience Report – Suzanne McGowan:** Suzanne reports the mySummer team met to wrap-up/evaluate this year's programming, stating there were a lot of good comments from staff as well as customers. She states the team did a great job in re-designing the program. Also stating the team is going to pause a moment in planning for next year. With help from the innovations department, staff from WF, Marcia, Hannah and Maria created postcards for the anyability groups to mail back telling us what they did with their summer. Suzanne reported on the farmer's markets held at WF and Huron Street, stating they have seen a lot of folks coming through.
10. **Director of Strategic Partnerships Report – Stacie Ledden:** Stacie and a group of staff will be meeting with Adams County Response & Recovery Taskforce and the Rocky Mountain Cradle 2 Career to talk about working on a project to capture stories and memorialize those who have lost their lives to COVID-19 in Adams County. Stacie gave an update on this year's BYCS stating we have over seven thousand views so far, and thirty two thousand minutes viewing. She said over eight thousand dollars was raised.
11. **Legal Counsel Report:** Legal Counsel's report submitted in board pkt., with nothing to add.
12. **For the Good of the Order:** Trustee Lapham stated staff are doing a great job and her friends are excited the library is open and are able to check out books again. She states she noted a lot of departures in the HR report. Susan stated the departures were for reasons unrelated to COVID-19.
13. **Adjournment:** There being no further business to come before the Board, upon motion made by Trustee Caraveo and seconded by Trustee Brundage the meeting adjourned at 5:52 pm.

Respectfully submitted,

Dolores Sandoval



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Acting Secretary of the Board  
Rangeview Library District