

RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING  
September 21, 2022

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

**Trustees Attending:** Andrew Southard, Gretchen Lapham, and Suzie Brundage (joined by Zoom).

**Staff Attending:** Susan Dobbs, Assistant Director; Alissa Kindall, Administrative Assistant/Recorder; Logan Macdonald, Director of Products and Technology, Stacie Ledden, Director of Strategic Partnerships; Suzanne McGowan, Director of Customer Experience; Nan Fisher, Finance Manager.

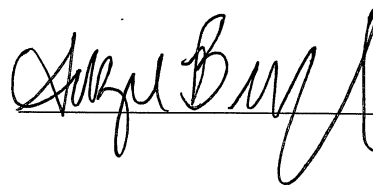
**Guests:** Kim Seter, Legal Counsel (joined by phone); Justin Sager.

2. **Additions or Changes to Agenda:** A motion was made to move Kim Seter's legal presentation after the financial presentation, and to remove Dennis Humphries' presentation from this month's agenda. **Motion made by Trustee Lapham and seconded by Trustee Brundage. Motion carried.**
3. **Public Comment:** None
4. **Motion to approve the Minutes of the August 17, 2022 Regular Meeting was made by Trustee Brundage and seconded by Trustee Lapham. Motion carried.**
5. **Presentation & Acceptance of the August 2022 Financials - Nan Fisher:** Nan reviewed the August 2022 Financials. **Motion to accept the August 2022 Financials was made by Trustee Lapham and seconded by Trustee Brundage.**
6. **Legal Council Report - Kim Seter:** Kim Seter went over a report he prepared with two action items. The IGA for the Thornton Community Center has been completed. Next we need to ratify the execution & delivery of the Community Center IGA. **Motion made by Trustee Lapham and seconded by Trustee Brundage. Motion carried.** The other item is the upcoming deadline for a decision on FAML I—we will need a public hearing if we opt out. We can schedule that for the November meeting.
7. **Update on Capital Projects, Justin Sager:** Justin updated on the Thornton Community Center project. IGA is completed and the team has consolidated all the staff comments and input for 70% design documents and submitted them.  
The Nature Library is in the schematic design phase, and we have chosen GH Phipps as our contractor. The CNPC contract is in process and next they will connect with the design team to move forward.

8. **Assistant Director's Report - Susan Dobbs:** The community meeting about the Nature Library went really well and the ideas were well received. Susan went over the FMLIP (Family Medical Leave Insurance Program). It was instituted in 2020 but just now starting to implement. There are still a lot of guidelines to be completed. We have several options for participation and also the option to decline. If we participate, we have to commit to 3 years. Participants must contribute for a full year without benefits (2023 contribute, 2024 can start using benefits.) Employees are able to sign up for benefits on their own without the year waiting period. Most local governments are declining. Employees sign up with the state, not with Anythink, so it ports with them. All private employers are required to participate and to match employee contributions.
9. **Director of Customer Experience Report - Suzanne McGowan:** Suzanne brought items from Growing Readers Together, through the state library. 50 participants will get to take home the bags with things to help caregivers and parents work with children on reading skills.
10. **Director of Products & Technology Report - Logan Macdonald:** We recently purchased a short story dispenser. In March of 2020 we stopped charging replacement fees for long overdue materials. We resumed charging those fees last week but cleared out all overdue materials before Jan 2022 and all old bills from before that time.
11. **Director of Strategic Partnerships Report - Stacie Ledden:** Stacie thanked Gretchen for attending the Anythink Coffee House Grand Opening last week. We had over 200 attendees! Dude has been making rounds and surprised 80 Kindergarteners at Bennett. Anythink Brighton will have the artist showcase starting next week. The theme is Exploring Landscapes. Four branches will be participating. Stacie will be updating more on Anythink Virtual World at the October meeting.
12. **For the Good of the Order:** Gretchen commented on how great the Grand Opening was. Trustee Southard brought up closures of other Denver area libraries and schools for swatting and asked about protocol.
13. **Adjournment:** There being no further business to come before the Board, the meeting was adjourned at approximately 5:46 pm. **Motion to adjourn made by Trustee Lapham and seconded by Trustee Brundage. Motion carried.**

Respectfully submitted,

Alissa Kindall  
Administrative Assistant/Recorder



Acting Secretary of the Board  
Rangeview Library District