

**RANGEVIEW LIBRARY DISTRICT
BOARD MEETING
NOVEMBER 16, 2011**

1. **Call to Order:** A meeting of the Rangeview Library District Trustees was called to order at 5:01 pm. at Anythink Commerce City Library, 7185 Monaco Street, Commerce City, Colorado. A quorum was recognized.

Trustees Attending: Kay Riddle, Dorothy Lindsey, Ray Coffey, Linda Wisniewski and Mizraim Cordero.

Library Staff Attending: Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Mindy Kittay, Finance Director; Ronnie Storey, Public Services Director; Lynda Freas, Family Services Director; Susan Dobbs, HR Director; Matt Hamilton, IT Manager; Stacie Ledden, Communications Manager; Ken Devine, Communications; Deborah Hogue, Commerce City Library; Sandra Sebbas, Huron Street Library.

Guests: Jacqueline Murphy, Legal Counsel; Lynne Fox, Thornton Councilmember; Leslie Carrico, Northglenn Councilmember.

2. **Additions or Changes to the Agenda:** None.
3. **Public Comment:** None.
4. **Consent Agenda Item:** Motion to approve the Minutes of the October 19, 2011 Regular Board Meeting was made by Ray Coffey and seconded by Dorothy Lindsey. Motion carried.
5. **Branch Report - Deborah Hogue:** The Commerce City library will celebrate their one year renovation anniversary this weekend with cupcakes, hot chocolate, and cider. Deborah notes the community has found their way back, many patrons bringing in their laptops to access the free Wi-Fi. The staff participated in the 9 health fair at Adams City High School last weekend. Deborah shared a feel good story about a little girl that attended the "Tales to Tails" program; helping the little girl overcome her fear of dogs. The branch will offer a story time in Spanish every Thursday. Branch statistics include: more than 103,000 visitors, 116,000 items circulated, 4,000 cards, 5,000 attending over 460 programs, more than 41,000 public computer sessions since reopening.
6. **Director's Report - Pam Sandlian Smith:** Staff attended the "Everyone is Creative" training on Friday. All branches were charged with creating 12 experience zones throughout 2012. On Monday, Pam and Lynda spent some time with a team from the Mapleton School District which included two architects. Pam feels they now have an idea of what we're about, our design specifications and philosophy. They started out at Wright Farms, then toured

the Huron Street branch then drove out to see the Bennett branch. The schematic meetings will begin in December; they are on track to open January 2013. Pam attended a conference on Reinventing Libraries in London; they loved Anythink and were impressed with our story. Pam shared a copy of the Foundation's appeal letter with the first round to be mailed to the 80602 community. We received a call last Friday announcing that Anythink is one of twelve museums and libraries in the country to receive the first round of the ILMS Learning Lab grants.

7. **Finance Director's Report - Mindy Kittay:** Mindy handed out financials for October and the 2012 Annual Budget and Operating Plan. Mindy notes no numbers changed from the budget draft handed out at the previous meeting.

President Kay Riddle having heard the presentation by the Finance Director opened the Public Hearing on the 2012 Budget at 5:25 pm. Hearing no public comments on the Budget, President Riddle moved to close the Public Hearing on the Budget at 5:27 pm.

Motion to adopt resolution No. 11-11-01, a resolution adopting the 2012 Budget, Certifying Levy and Appropriating Funds for the Rangeview Library District, Adams County, Colorado, for the calendar year beginning on the first day of January, 2012 and ending the last day of December 2012 was made by Ray Coffey and seconded by Mizraim Cordero, motion passed unanimously.

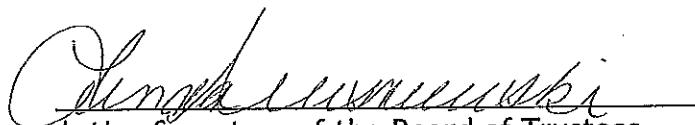
8. **HR Director's Report - Susan Dobbs:** We are currently holding open enrollment meetings for benefits, premiums were modified, but benefits stayed the same. Our second annual Texas Hold'em fundraiser held on Friday was a great success. Proceeds from the event help the library to sponsor a needy Adams County family at the holiday season. The board is invited to the annual staff appreciation breakfast being held on Wednesday, December 7, 8:30 am. Included in the board packet is the holiday schedule and branch closures for 2012.
9. **Family Services Director Report - Lynda Freas:** Lynda gave an update on the Nature Gardens project; the project has received funding in part from the library's foundation fundraiser "Sparkopolis" and has received a generous donation made by Thornton councilmember Lynne Fox and friends in memory of their friend Cristal Newell. A presentation to the Wright Farms Metropolitan District was received with great interest.
10. **Public Services Director Report - Ronnie Storey:** Kim Crowley, Director of the Montana State Library recently visited and has invited us to speak at the Montana State Library preconference. We received a retirement notification from the Bennett branch manager Frances Swallows. Ronnie received a book donation from Mary & John Bramming; they grew up on a farm across from the

Wright Farms library. The book contains family history and photographs. One of Mary's fondest memories as a little girl was sitting under a cottonwood tree reading books; she was quite pleased to see that we have a cottonwood tree in our library.

11. **IT Manager Report - Matt Hamilton:** The staff PC upgrade is going well; left to do is Wright Farms and Bennett. Matt announces Anythink has been selected as one of the first round awardees for the IMLS Learning Lab grant. The Wright Farms teen space will be transformed into the initial prototype lab. He anticipates the lab to open March 2013.
12. **Communications Manager Report- Stacie Ledden:** The official announcement of Anythink being awarded the IMLS Learning Lab grant will be made tomorrow. The unveiling of the collaborative art project at Bennett will be December 14, 4-6 pm., artist Deidre Adams will be there. The branches are holding their annual "Gifts from the Heart" programs during the first two weeks of December where patrons are invited to come in and work on different crafts. Work continues on the R-Squared conference (Risk and Reward) being held in Telluride, Colorado, September 10-12, 2012.
13. **Legal Counsel Report - Jacqueline Murphy:** A Legal report was included in the board packet.
14. **For the Good of the Order:** Thornton councilmember Lynne Fox asks to be kept updated/informed on the Mapleton project. Northglenn councilmember Leslie Carrico thanked the library for hosting their Ward II meeting held at the Wright Farms library. Board member Linda Wisniewski attended Thornton councilmember, Steve Lebsock's farewell reception and noted the library was mentioned several times. Board president, Kay Riddle was at a holiday luncheon where the Mayor of Northglenn spoke highly of the libraries. Pam reported that the Bennett branch will go to a 40 hour work week, Tuesday thru Saturday 10-6 pm. Starting January, 2012.
15. **Adjournment:** There being no further business to come before the Board, upon motion made by Trustee Cordero, the meeting adjourned at 5:56 pm.

Respectfully Submitted

Dolores Sandoval
Administrative Assistant/Recorder


Acting Secretary of the Board of Trustees
Rangeview Library District