

**RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING  
January 19, 2022**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:02 pm. The meeting was virtual. A quorum was recognized.  
  
**Trustees Attending:** Andrew Southard, Lynne Fox, Gretchen Lapham, Yadira Caraveo and Suzie Brundage.  
**Staff Attending:** Pam Sandlian-Smith, Executive Director; Susan Dobbs, Assistant Director; 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; Justin Sager; Katherine Goff
  
2. **Additions or Changes to Agenda:** Justin Sager will be doing the Capital Projects update without Dennis Humphries. Motion to approve the agenda as amended was made by Trustee Lapham and seconded by Trustee Caraveo. Motion carried.
  
3. **Public Comment:** None
  
4. **Motion to approve the Minutes of the November 17, 2021 Regular Meeting** was made by Trustee Caraveo and seconded by Trustee Brundage. Motion carried.
  
5. **Presentation & Acceptance of the December 2021 Financials - Nan Fisher:** Nan reviewed the December 2021 Financials. Motion to accept the December 2021 Financials was made by Trustee Lapham and seconded by Trustee Caraveo
  
6. **Update on the capital projects from Justin Sager:** Pam provided a brief overview of the proceedings on the community center project. Justin Sager introduced himself as the Owner's Representative/Project Manager for the capital projects. Update on the community center project: working with the architect to design the library. Update on Aylor project: site walk to confirm the 15 acres, working with the City of Thornton to grant a long-term lease; design meeting with Humphries Poli Architects, discussed possibility of designing the building according to WELL, which is more holistic than LEED; construction timing constrained by terms of COP financing, which requires 85% of funds to be expended within a three-year-timeframe.
  
7. **Executive Director's Report - Pam Sandlian Smith:** Pam provided an update on the Equity Project. Unfortunately, they were not able to meet our timeline,

so Anythink has decided to dissolve this partnership. Pam discussed additional approaches Anythink is taking to continue this conversation.

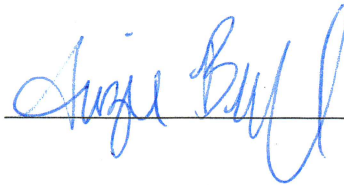
8. **Assistant Director's Report - Susan Dobbs:** Susan provided an update on Anythink staff COVID cases. Anythink has been working in partnership with TCHD and thankfully no outbreak has occurred at any of our libraries. She expressed gratitude to the staff that flexed schedules and worked extra hours to keep the doors open to customers. Anythink HR has worked diligently to hire additional staff.
9. **Director of Customer Experience Report - Suzanne McGowan:** Suzanne discussed the library distribution of masks to the public as part of the Governor's initiative. The demand has been high and customers are welcoming this gesture. Suzanne also introduced the new Wright Farms Branch Manager, Michael Hibben.
10. **Director of Products & Technology Report - Logan Macdonald:** Reviewed the new materials his department has been purchasing. Also discussed the sister library in South Korea and how one of their projects, called Citizen Collection has inspired him to design a similar idea for Anythink.
11. **Director of Strategic Partnerships Report - Stacie Ledden:** Stacie introduced her new Innovations member, Sarah Braverman as a new Writer/Editor. The Innovations team will be going to PLA in Portland. Anythink is working with Alejandra Abad and her messages of hope flags to create a reflective/interactive experience at PLA. Update on the enChroma glasses - in the past 2 months the glasses have circulated 55 times with some phenomenal press/stories.
12. **Legal Council Report - Kim Seter:** Legal counsel reviewed the Annual Administrative Resolution.  
**Motion to adopt the 2022 Annual Administrative Resolution of the Rangeview Library District was made by Trustee Lapham and seconded by Trustee Caraveo. Motion carried.**
13. **Solute to Yadira Caraveo:** Pam expressed the gratitude of the library team for her wisdom and guidance.
14. **For the Good of the Order:** Trustee Lapham asked about the partnership with CUP and the library.
15. **Executive Session:** President Fox called for an executive session pursuant to C.R.S. 24-6-402(e) and (f) to discuss personnel matters, including Executive Director contract. **Motion was made by Trustee Lapham and seconded by**

Trustee Southard. Motion carried at 6:04pm

16. **Adjournment:** Executive session was concluded and no business was transacted. There being no further business to come before the Board, the meeting was adjourned at approximately 6:20 pm.

Respectfully submitted,

Heidi Guyon  
HR Generalist/Recorder

A handwritten signature in blue ink, appearing to read "Angie Bull", is written over a horizontal line.

Acting Secretary of the Board  
Rangeview Library District