

**RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
June 14, 2022**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:22 pm. A quorum was recognized.

Trustees Attending: Andrew Southard, Lynne Fox, Gretchen Lapham, 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; Nan Fisher, Finance Manager; Michael Hibben, Wright Farms; Alissa Kindall, Administrative Assistant/Recorder; Heidi Guyon, HR generalist;

Guests: Kim Seter, Legal Counsel; Justin Sager; Dennis Humphries; David Bell (attended virtually)

2. **Additions or Changes to Agenda:** Item number 4, approval of minutes changed to May 18th, not the April meeting. Moved legal counsel report after the capital update. A motion to approve the changes to the agenda was made by Trustee Brundage and seconded by Trustee Lapham. Motion carried.
3. **Public Comment:** none
4. **Motion to approve the Minutes of the May 18, 2022 Regular Meeting was made by Trustee Southard and seconded by Trustee Brundage. Motion carried.**
5. **Presentation by Michael Hibben-Branch Manager from Wright Farms:** Michael presented a snapshot of 2022. Wright Farms has given out over 37,800 masks and 5,000 Covid test kits this year. In March, several staff members were sent to Portland for the PLA conference. Early-release Wednesdays are very popular at Wright Farms, with over 100 middle school and elementary students coming into the branch after school. Several programs were created with activities and snacks. Registrations for summer programs are increasing exponentially from 2021. Healthy Farmer's Markets begin July 14th at Wright Farms, and we will continue our program through Adam's County Outreach on the 4th Friday at Wright Farms & 2nd Friday in Bennett, that provides resources for those in need.
6. **Presentation & Acceptance of the May, 2022 Financials - Nan Fisher:** Nan reviewed the May 2022 Financials. Motion to accept the May 2022 Financials was made by Trustee Lapham and seconded by Trustee Southard. Motion carried.

7. **Update on final plans for 2022 COP financing-David Bell:** David discussed the release of COPs and the current market.
8. **Update on the capital projects from Justin Sager & Dennis Humphries:** Dennis updated the board on the Nature Library project. He walked through the proposed layout and features of the new library, focusing on opportunities in the design to create an indoor/outdoor space. Dennis and Justin met with the City of Thornton last week for pre-approvals for the project. They are working with the city and utility providers to address any challenges in building requirements and utility access. Later this week they will be issuing an RFQ (Request for Qualifications) proposal for a general contractor/construction manager. Justin and Pam discussed the IGA negotiations for the Community Center Project.
9. **Legal Counsel update - Kim Seter:** Kim asked if there was any objection to an interim contract with Dennis Humphries. No objection was raised. The board previously approved an authorizing resolution, and will proceed once COP funds are available.

A new bill recently passed with a taxing exemption for libraries.
10. **Assistant Director's Report - Susan Dobbs:** Susan shared that all managers and supervisors have been going through training from the Center for Creative Leadership, sparking great conversations and ideas.
11. **Director of Products & Technology Report - Logan MacDonald:** Logan explained that Daniel Alvarez, former Branch Manager at Huron, has moved into the position of Managing Buyer, focusing on the day to day operations. The Citizens Collection Project is on display at 4 branches, including Wright Farms, with lots of positive feedback. Logan did Show and Tell with a new meditation and sleep aid available to our customers.
12. **Director of Strategic Partnerships Report - Stacie Ledden:** The Press Release for the nature library will be finalized tomorrow and sent to staff first, then the public. Stacie introduced some of her staff, including Neil, Larissa, Brittany, and Sarah.
13. **Executive Director's Report - Pam Sandlian Smith:** Pam began her last Executive Director's report with a quote from Susan B. Anthony, "Sooner or later we all discover that the important moments in life are not the advertised ones, not the birthdays, the graduations, the weddings, not the great goals achieved. The real milestones are less prepossessing. They come to the door of memory unannounced, stray dogs that amble in, sniff around a bit and simply never leave. Our lives are measured by these." Pam thanked the board for their willingness to support big ideas and projects, and to trust the team,

saying they've allowed Anythink to bring their best to the table. She said it has been her privilege to be the conductor of this organization. She handed a baton to Susan, who is going to step in as conductor and will help guide the organization until a new director is found.

14. **For the Good of the Order:** The board took several minutes to celebrate Pam's time here, thanking her for her leadership and the legacy she has created.

15. **Adjournment:** There being no further business to come before the Board, the motion to adjourn was made by Trustee Lapham and seconded by Trustee Brundage. The meeting was adjourned at approximately 6:58 pm.

Respectfully submitted,

Alissa Kindall
Administrative Assistant/Recorder

Acting Secretary of the Board
Rangeview Library District