

RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
June 21, 2023

1. **Call to Order**

A meeting of the Rangeview Library District Board of Trustees was called to order at 5:02 p.m. There was a quorum present.

Trustees Attending

Lynne Fox, Gretchen Lapham, Suzie Brundage, Savannah Vickery

Trustees Absent

Trisha Kramer

Staff Attending

Mark Fink, Executive Director; Susan Dobbs, Assistant Director; Logan Macdonald, Director of Products and Technology; Suzanne McGowan, Director of Customer Experience; Nan Fisher, Finance Manager; Heidi Guyon, HR Generalist/Recorder

Guests

Justin Sager, Owners Representative; Elizabeth Dauer, Legal Counsel; Sharon Morris, Colorado State Library

2. **Additions or Changes to Agenda:**

None. Motion to approve the agenda was made by Trustee Brundage and seconded by Trustee Lapham

3. **Public Comment**

Aria Marco addressed the Board regarding the recent update to the Collection Development policy and changes to the Request for Reconsideration process that was brought to the Board last month.

Trustee Fox asked for a staff response. Mark explained the process the Collection Development Policy went through the parties that provided feedback during the process. Trustee Fox asked to add an item to the agenda for the next meeting to further discuss the comment.

4. **Trustee Training Part 2 from the Colorado State Library: Sharon Morris**

Sharon reviewed the recent Colorado Legislation law updates that could impact public libraries. Sharon shared scenarios of events that have occurred in other Colorado libraries for the Board to discuss how they would address to prepare them for the challenges they may face.

5. **Approval of the Minutes of the May 17, 2023 Regular Board Meeting**

Motion to approve the Minutes of the May 17, 2023 Regular Meeting was made by Trustee Lapham and seconded by Trustee Brundage. Motion carried.

6. **Presentation and update by Anythink York Street Manager - Jakob Seelig**

Jakob discussed how this will likely be the last Board meeting in the York Street building as staff will vacate the building in May 2024 and move into a new building over the summer 2024.

Jakob talked about staff transitions, highlights of successful programs from the past year and the partnership with Mapleton Public Schools. Jakob shared statistics regarding the Bookmobile's regularly scheduled stops, as well as the special events it attended, including Adams County Pride and Welby Days. Lastly, Jakob shared updates regarding the Thornton Community Center Library and how the team is planning to establish roots with that community in Thornton, including connecting with a 2nd grade class at York International School that is documenting the demolition and construction of the new building.

Trustee Fox asked if there are plans to replace the Bookmobile after recent maintenance concerns. Jakob shared that the vehicle will continue to be used and operable for the foreseeable future, and conversations have begun regarding how Anythink will provide outreach services to the community in the future. Trustee Lapham asked if additional stops will be considered. Jakob responded that with the current staffing level of the Bookmobile, it is not feasible to add regular stops, but they do field requests to attend special events.

Mark shared that Anythink is looking at many ways to support all members of Adams County through expanding outreach and will consider these options as part of the next strategic planning process.

7. Presentation and Acceptance of the May 2023 Financials - Nan Fisher

Nan reviewed the May 2023 Financials.

Motion to accept the May 2023 Financials was made by Trustee Vickery and seconded by Trustee Lapham. Motion carried.

8. Update on Capital Projects - Justin Sager

Justin highlighted the Thornton Community Center Library and how after finalizing construction costs, the additional \$1 million the Board approved for the project may no longer be needed. The structural foundation work on the building should be wrapped up in the next month.

The offsite improvements and infrastructure component for the Nature Library will be going out to bid in the next 3 months, with the work being completed either at the end of 2023 or first quarter 2024.

The new conceptual design process was recently completed, and the general contractor is in the process of developing pricing estimates for construction of the Nature Library. Early signs point to the construction costs being over budget, so the project teams will collaborate on next steps to reduce costs. The contract language with the general contractor, GH Phipps, is in the final stages. Estimated building completion date of the Nature Library will be in mid2026. All the consultant engineers were completely onboard.

9. Executive Director's Report - Mark Fink

Mark reviewed Anythink's Diversity, Equity and Inclusion work in partnership with Tangible Development to gather information, with the staff survey being sent out last week. The focus groups had to be rescheduled after it was identified that the original schedule of focus groups during public service hours caused confidentiality concerns. The focus groups were rescheduled for before or after public hours, and all employees will be paid an additional 2 hours to compensate for their time. Mark shared that based on Tangible Development's advice, without a DEI policy and training protocols in place, it is not wise for Anythink to make a public statement of support without having resources and trainings to back up the policy.

Trustee Lapham asked if staff attending the zoom focus groups are allowed to attend without video. Mark explained that the focus group is not anonymous to people that attend, and that Tangible is equipped to handle situations when people attend focus groups with whom they don't identify. Logan Macdonald

also shared that staff who feel uncomfortable sharing their identity with others can schedule a one-on-one with Tangible.

Trustee Brundage asked what is missing regarding the public statement of support, and what we can do. Mark shared that Anythink wants to be thoughtful and intentional about their approach. Anythink has welcoming staff for any community member, and additional training and resource development is needed to offer that extra level of support.

Mark shared that the Leadership Readiness Training that Tangible Development conducted with managers and directors revealed that some trust- and relationship building amongst the team was needed and a full day retreat was scheduled for this purpose.

Trustee Vickery asked if Juneteenth materials are as visible as the LGBTQ display materials at the branches. Mark shared that this has varied by branch. Trustee Lapham asked if displays are up to branch discretion. Suzanne McGowan shared that the branch staff are empowered to come up with their own displays. Ricardo Cardenas, Branch Manager of Commerce City explained that Collection Development supports best practices of displays and works with the branch staff regularly.

Trustee Vickery shared that additional communication may be needed to ensure staff that they are not required to participate in the DEI focus groups.

Mark shared that the Wright Farms pollinator garden grand opening is tentatively scheduled for Tuesday, August 8th.

10. Assistant Director Report - Susan Dobbs

Susan shared the schedule is not yet available for the CAL conference, and she will send it once available to any Board member interested in attending. Susan reviewed how the recent staff turnover lines up with previous yearly trends, and that managers and HR are working hard to hire. In the end of July, Anythink will be hosting a wellness campaign and the Board will be invited to participate.

11. Director of Customer Experience Report - Suzanne McGowan

Suzanne highlighted the branch manager retreat that she discussed in her Board report and the great conversations the team had. The library has hit 86% of their mySummer signup goal. Suzanne shared a story about a customer that typically doesn't interact with staff participating in the Plinko board and was invited to sign up for a book club.

12. Director of Products & Technology Report - Logan Macdonald

Logan asked the Board if they have any questions regarding the revised Collection Development policy as proposed. Trustee Fox asked how much change would be expected if the reconsiderations brought forward during public comments were considered. Logan answered that it is hard to provide a complete answer as many aspects would need to be considered. The Board discussed their concerns regarding the wording in the policy. Trustee Vickery asked to delay the approval of the policy until the Request for Reconsideration procedure could be updated. Trustee Fox agreed that a pause was warranted to ensure the correct policy is approved. The Board agreed to pause on the approval until next month.

13. Director of Strategic Partnerships Report - Stacie Ledden

Stacie shared a quick story from the Backyard Concert Series of two Board members leading the dance party at the first concert. Stacie also shared that approximately half the crowd raised their hand when she asked if it was their first concert.

14. Legal Council Report - Elizabeth Dauer

Elizabeth shared the update regarding SB 303, and the 4 primary provisions of the bill the Board should consider. Trustee Fox shared the Board may want to state a position on this bill and may look to Legal for help drafting this language later in the year.

15. For the Good of the Order

Stacie shared a text from Trustee Kramer who was interviewing a potential staff member and conducted the interview at Anythink Bennett. The candidate was impressed by the library and staff.

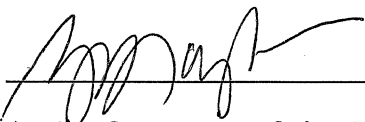
16. Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 7:36 pm.

Motion to adjourn was made by Trustee Vickery and seconded by Trustee Brundage Motion carried.

Respectfully submitted,

Heidi Guyon
HR Generalist/Recorder



Acting Secretary of the Board
Rangeview Library District