

**RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING  
JULY 17, 2019**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:02 pm. at Anythink Wright Farms, 5877 E 120<sup>th</sup> Avenue, Thornton. A quorum was recognized.

**Trustees Attending:** Andrew Southard, Lynne Fox, Suzie Brundage and Yadira Caraveo.

**Staff Attending:** Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Susan Dobbs, Assistant Director; Logan Macdonald, Director of Products and Technology; Stacey Ledden, Director of Brand Strategy; Suzanne McGowan, Director of Customer Experience; Joe Murray, Creative Lead; Erica Grossman, Creative Lead; Nan Fisher, Finance Manager; Marsha Marcilla, Wright Farms; Kelly Allen, Brighton; Ricardo Cardenas, Commerce City; Juli Wald, York Street; Genne Boggs, Huron; Whitney Oakley, Bennett; Rebecca Bowman, Wright Farms.

**Guests:** Kim Seter, Legal Counsel; Marci Williams, City of Northglenn; Steve Hansen, Consultant; Dennis Humphries, HPA; Matt Beerbower & Chris Daues, RubinBrown; Beth Vierra, ADCO resident.

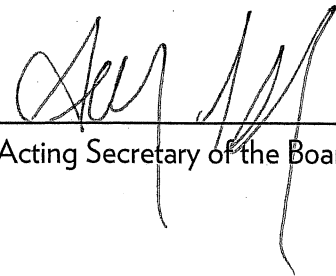
2. **Additions or Changes to the Agenda:** Motion to approve the Agenda was made by Trustee Brundage and seconded by Trustee Caraveo. Motion carried.
3. **Public Comment:** None.
4. **Motion to approve the Minutes of the June 19, 2019 Regular Board Meeting** was made by Trustee Caraveo and seconded by Trustee Southard. Motion carried.
5. **Presentation and acceptance of the 2018 Audit, RubinBrown:** Matt Beerbower reviewed the Financial Statements December 31, 2018 document. Chris Daues reviewed the ViewPoints document. They issued an Unmodified Opinion. **Motion to accept the Audit presentation was made by Trustee Caraveo and seconded by Trustee Southard. Motion carried.**
6. **Anythink 2019 Master Plan review – Dennis Humphries, HPA:** Dennis' presentation included an audit of the current libraries. Asking representatives from branches 1. What works in this library? 2. What doesn't work? 3. Given a magic wand, what would you change? 4. What would you give up to make space for your wish list items? Dennis reviewed draft suggestions based on the audit. He also presented conceptual drawings for two new proposed libraries.
7. **Site Selection Committee, Recommendation and acceptance – Dennis Humphries, HPA:** Dennis gave an overview of the sites under consideration and reviewed the selection process. The committee chose the Aylor site for the Anythink Cultural library. **Trustee Southard made a motion to designate the Aylor site at 136<sup>th</sup> and Quebec as the**

preferred site for the Anythink Cultural library and authorized the library director and counsel to enter into negotiations with the City of Thornton for its acquisition and joint development, a second was made by Trustee Caraveo. Motion carried.

8. **Finance Manager's Report – Nan Fisher:** Nan reviewed the June 2019 Financials. **Motion to accept the June 2019 Financials was made by Trustee Caraveo and seconded by Trustee Brundage. Motion carried.**
9. **Library Director's Report – Pam Sandlian Smith:** Pam presented Trustee Brundage with an Anythink onsite for her new baby.  
Pam received a letter from City of Thornton's City Manager, Kevin Woods stating they are excited by the opportunity to work with the District on the Aylor property project. The District is looking for a space to possibly create a Career Library in the city of Northglenn.  
Pam handed out a document "Investing in Anythink's Future" which includes community needs, challenges and how we compare to other libraries in Colorado.
10. **Assistant Director's Report – Susan Dobbs:** Susan reviewed the ADCO Pension Plan Board's recommendations to increase employer contributions in 2020. The Board believes Strategy #2 to be the best choice and supports and suggests the adoption of this alternative. **Motion to approve the letter to the ADCO Retirement Board in support of Strategy #2 was made by Trustee Southard and seconded by Trustee Brundage. Motion carried.**
11. **Director of Products and Technology Report – Logan Macdonald:** Logan handed out a document by Anythink's book buyer, Keely Smith, *After the Audit, Effects of Intentional Purchasing After a Diversity Audit*. Conclusion – Huron's picture book collection gained 23 more diverse books than the year before.  
Logan states Anythink recently posted an RFP for a new automated material handling system for Brighton, Huron, Wright Farms and Northglenn Support Services. The evaluation committee selected Envisionware who will provide a sorter by Lyngsoe Systems.
12. **Legal Counsel Report – Kim Seter:** Legal Counsel's report was included in the board packet.
13. **For the Good of the Order:** Trustee Fox stated she enjoyed the Back Yard Concert, she also came to the Wright Farms Farmers Market. Pam reports the BOCC is working on the recruitment of a new board member.
14. **Adjournment:** There being no further business to come before the Board, upon motion made by Trustee Caraveo and seconded by Trustee Southard the meeting adjourned at 7:30 pm.

Respectfully submitted,

Dolores Sandoval  
Administrative Assistant/Recorder



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Acting Secretary of the Board of Trustees