

**RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
FEBRUARY 21, 2019**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:16 pm. at Anythink Brighton, 327 E. Bridge Street, Brighton. 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; Stacie Ledden, Innovations Director; Suzanne McGowan, Customer Experience Director; Nan Fisher, Finance Manager; Joe Murray, Creative Lead; Erica Grossman, Creative Lead; Alice Meacham, Creative Lead; Heidi Van Ness, HR; Frank Haskett, IT Manager; Kelly Allen, Brighton; Whitney Oakley, Bennett; Ricardo Cardenas, Commerce City; Genne Boggs, Huron Street; Juli Wald, York Street; Cela Janiec, Brighton; Michelle Hawkins, York Street; Morgan Creekmore, York Street.

Guests: Beth Vierra, new Adams County resident.

2. **Additions or Changes to the Agenda:** None.

3. **Public Comment:** None.

4. **Consent Agenda Items:** Motion to approve the Minutes from the January 16, 2019 Regular Board Meeting was made by Trustee Caraveo and seconded by Trustee Brundage. Motion carried.

5. **Update and Presentation by Anythink Brighton Manager, Kelly Allen:** Kelly welcomed all back to Anythink Brighton. Kelly states with the new four day school week at the 27J School District in Brighton, the library prepared with more programs and snacks on Mondays. In September Anythink Brighton library was a featured stop on the city of Brighton's pARTy Bus route, a hop on hop off evening featuring three art receptions in Brighton. A mixed media art exhibit was created by community members, staff and artists in residence. Kelly passed around early literacy kits created and states they were the recipient of a grant from Colorado State library aimed at increasing early literacy resources for caregivers.

6. **Finance Manager's Report – Nan Fisher:** Nan passed and reviewed an updated/corrected January 2019 Financial document.

Motion to accept the January 2019 Financials was made by Trustee Brundage and seconded by Trustee Southard. Motion carried.


Nan reviewed the PFM document *Optimizing Short-Term Investments* which was included in the board packet. She states she will be working with Chris Blackwood from PFM over the next few weeks.

7. **Library Director's Report – Pam Sandlian Smith:** Pam attended the OCLC public library advisory board meeting in Columbus Ohio.
Pam states author Priya Parker's presentation on Sunday for our community was well attended. Priya also presented at Anythink's all staff training day on Monday.
The City of Brighton received a DOLA grant to create a public gathering space between the Brighton library and the Armory. Pam handed out and reviewed the Depot IGA Deal Points document. The document outlines responsibilities between the City of Brighton, BURA and Rangeview. Pam will keep the Board updated.
FYI to the board: A homicide near the Commerce City branch on Saturday morning caused a delayed opening, the library has provided video to police.
Pam gave an update on the work being done to analyze the 2018 campaign. Susan and Stacie continue to conduct debriefs with staff, stakeholders and board members. They shared their post-election debrief results. Pam reviewed the Adams Voter Turnout document from Harstad Strategic Research, stating the district will continue to work with Paul Harstad along with Tyler Chafee from Strategies 360 to explore whether to go to the voters in 2019 or 2020.
8. **Assistant Director's Report – Susan Dobbs:** Susan reports the district is working on PIE's (*pride in excellence*) our annual review process. Stating the managers are doing an amazing job. The HR department has a new addition, Heidi Van Ness is now part of the team. The HR department is rolling out a values driven celebration. Focusing on our values with challenges and incentives.
9. **Director of Customer Experience Report – Suzanne McGowan:** Suzanne states Creative Lead, Alice Meacham has taken over coordinating and leading the mySummer team. Alice reports they have partnered with Denver Museum of Nature and Science and talked about incentives for this year's program.
10. **Director of Products and Technology Report – Logan Macdonald:** Logan wanted to recognize Frank Haskett and the IT team for a job well done implementing the new phone system.
On training day folks from WISE gave a presentation to staff on their product.
Logan states when looking at our materials request system we have processed more than 6000 requests. He feels we have done a good job meeting customer's needs.
11. **Director of Innovations Report – Stacie Ledden:** Stacie reports on the opportunity she and Erica had to participate in Citizen University's Civic Seminary lead by Eric Liu. They learned about the importance of civic religion and how to host a Civic Saturday in our community. They plan on hosting four for the Anythink community.
12. **Legal Counsel Report:** None.
13. **For the Good of the Order:** The Board received a thank you note from the Wright Farms branch staff.

14. **Adjournment:** There being no further business to come before the Board, upon motion made the meeting adjourned at 6:29 pm.

Respectfully submitted,

Dolores Sandoval
Administrative Assistant/Recorder



Acting Secretary of the Board of Trustees
Rangeview Library District