

**RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 20, 2021**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:11 p.m. The meeting was virtual, due to COVID-19.

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

Staff Attending: Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Susan Dobbs, Assistant Director; Suzanne McGowan, Customer Experience Director; Stacie Ledden, Director of Strategic Partnerships; Logan Macdonald, Director of Products and Technology; Nan Fisher, Finance Manager.

Guests: Cameron Richards, Legal Counsel.

(Total signed in to GoToMeeting 22)

2. **Additions or Changes to the Agenda:** Under the Library Director's report, Trustee Fox requests the board revisit the meeting schedule to accommodate Trustee Caraveo's schedule.
3. **Public Comment:** None.
4. **Motion to approve the Minutes from the November 18, 2020 Regular Board Meeting was made by Trustee Caraveo and seconded by Trustee Brundage. Motion carried.**
5. **Finance Manager's Report – Nan Fisher:** Nan reviewed the December 2020 financials. **Motion to accept the December 2020 financials was made by Trustee Brundage and seconded by Trustee Caraveo. Motion carried.**
6. **Library Director's Report – Pam Sandlian Smith:** Pam states the team reviewed the draft of the 2021 operating plan several times. She states there is a lot of creativity, inspiration and projects that are aimed at supporting our community. She highlighted the work done in 2020, adapting to the pandemic. Pam and legal counsel reviewed the request from Denver Urban Renewal for a TIF extension. After discussion the Board agreed to approve the URA project amendment request. **Motion to accept the request from the URA TIF extension project amendment was made by Trustee Caraveo and seconded by Trustee Brundage. Motion carried.** Pam states last year they were investigating paying down our COPS early. A decision to pause and reconstruct the COP debt was discussed. Reconstructing the debt could provide capital funding without going to the voters. She asks for board's approval to investigate/analyze costs. Trustees Southard and Lapham have volunteered to participate in the committee to work on the project. Pam reviewed the modified process for customers to obtain library cards during the library's closure. Pam also reports we will be opening the libraries February 1 at twenty five percent capacity.

Due to a conflict in Trustee Caraveo's schedule as a state representative, board meetings will be held the third Tuesday, February thru May.

7. **Assistant Director's Report – Susan Dobbs:** Susan states we will be open 15 to the public on February 15, previously we have been closed for training. Susan reviewed her HR dashboard included in the board packet. She talked about staff COVID statistics. She reviewed the Yellow Geckos events held.
8. **Director of Products and Technology Report – Logan Macdonald:** Logan states that Prospector is finally up and running. He held a "show and tell" with new products that will soon be available for checkout. EnChroma glasses which can help enhance color vision for people with color vision deficiencies, UHD Blu-ray players, 4G connected tablets, for customers to use as hot spots and PlantWave, plant wave turns a plants' biorhythms into music.
9. **Director of Customer Experience Report – Suzanne McGowan:** Suzanne reviewed the 2019-2020 statistics document included in the board packet.
10. **Director of Strategic Partnerships Report – Stacie Ledden:** Stacie reports on two upcoming initiatives. Civic Saturday will be held this Saturday virtually from 9:30-11 am., and the One Kind Word project with a sound component with messages of encouragement. Stacie states we have incredible programming to go along with the OKW project, to include 3 workshops with author Kat Velloso and on February 26 at 6 pm, a spoken word presentation with Colorado Laureate Bobby LeFebvre.
11. **Legal Counsel Report – Cameron Richards:** Cameron states the Annual Administrative Resolution was included in the Board's packet. If there are no changes, he asks for a motion to adopt.
Motion to adopt the 2021 Annual Administrative Resolution of the RLD was made by Trustee Lapham and seconded by Trustee Brundage. Motion carried.
12. **For the Good of the Order:** Trustee Fox stated it is amazing what staff accomplished for 2020 and what is planned for the upcoming year. Pam states the BOCC has accepted Trustee Brundage's application for Library Trustee. Trustee Lapham states the book club held was incredible, and she felt lucky to be a part of.
13. **Executive Session:** President Fox called for an executive session pursuant to 24-6-402(4)(b), C.R.S. for the Board to receive legal advice from the District's attorney concerning protection of registered trademarks and wordmarks. Upon announcement and by motion duly made, seconded and by unanimous vote, the Board entered into executive session at 6:55 p.m.

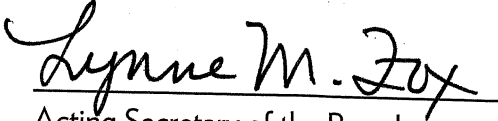
At 7:14 p.m. the Board of Trustees reconvened in public session, President Fox announced the Board had been in Executive Session pursuant to 24-6-402(4)(b),

C.R.S., for the Board to receive legal advice from the District's attorney concerning protection of registered trademarks and wordmarks. The Board acknowledged that it did not take formal action nor did it adopt any policy, position, rule or regulation while in executive session.

Adjournment: There being no further business to come before the Board, upon motion made, seconded and unanimously carried the meeting adjourned at 7:15 p.m.

Respectfully submitted,

Dolores Sandoval


Acting Secretary of the Board
Rangeview Library District