

**RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
July 20, 2022**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:03 pm. A quorum was recognized.

Trustees Attending: Andrew Southard, Lynne Fox, and Suzie Brundage (joined by Zoom).

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

Guests: Chris Daues and Kelly Witte, Auditors; Kim Seter, Legal Counsel; Justin Sager (by Zoom), Dennis Humphries, Jennifer and Joel from Ratio Architecture.

2. **Additions or Changes to Agenda:** Motion was made to move Kim Seter's legal presentation before the audit. Motion made by Trustee Southard and seconded by Trustee Brundage. Motion carried.
3. **Public Comment:** None
4. Motion to approve the Minutes of the June 14, 2022 Regular Meeting was made by Trustee Brundage and seconded by Trustee Southard. Motion carried.
5. **Legal Council Report - Kim Seter:** Plans for the Community Center are moving forward. The contract for Ratio Architecture is almost complete, but rather than waiting another month for the board to approve, Kim asked the board to approve the standard AIA Architectural agreement, for a stipulated sum of 2.8 million dollars, and authorize the execution upon completion of the contract satisfactory to Susan Dobbs, Lynne Fox, Justin Sager, and Kim Seter. Motion made by Trustee Southard and seconded by Trustee Brundage. Motion carried.
6. **Presentation and Acceptance of the 2021 Audit—Chris Daues, Kelly Witte:** Chris thanked Susan and Nan for their work on the audit. Chris and Kelly reviewed the Report to Governance-View Points and the RLD Financial Statements ending December 31, 2021. They reported no difficulties working the Anythink team related to the audit. They also reported no uncorrected misstatements for 2021. Motion to accept the 2021 audit was made by Trustee Southard and seconded by Trustee Brundage. Motion Carried.
7. **Anythink York Street Manager update, Jakob Seelig:** Jakob has finished his first year as a Branch Manager for Anythink York Street. He provided a year in

review including staffing changes, programming, and his work with Mapleton Public Schools to increase student engagement at the library. The Bookmobile has been busy this year, with five stops a week spread across the area.

8. **Presentation & Acceptance of the June 2022 Financials - Nan Fisher:** Nan reviewed the June 2022 Financials. **Motion to accept the June 2022 Financials was made by Trustee Brundage and seconded by Trustee Southard.**
9. **Update on Capital Projects, Dennis Humphries, Justin Sager:** Justin updated on the Community Center project. The IGA is progressing. The Nature Library is in the schematic design phase, and we are in the process of reviewing candidates for general contracting. Dennis introduced Jennifer and Joel from Ratio Architecture, who will be working on the project.
10. **Assistant Director's Report - Susan Dobbs:** Next week we will have our Executive Director Candidates in for tours and interviews. Anythinkers will have the opportunity to watch presentations by the candidates and give feedback to the board.
11. **Director of Customer Experience Report - Suzanne McGowan:** Anythink boxes will end soon. MySummer teams have done an amazing job and the events have been well attended.
12. **Director of Products & Technology Report - Logan Macdonald:** Logan did show and tell with a Yoto Audio Player, a new device available in our branches, which plays books in audio format for kids. He also discussed a new tool to help staff evaluate books that are outdated, overused, or not being checked out.
13. **Director of Strategic Partnerships Report - Stacie Ledden:** Stacie talked about an upcoming event at Wright Farms to celebrate the end of MySummer and the lantern/light theme. She introduced Brittany, a new staff member.
14. **For the Good of the Order:** None
15. **Adjournment:** There being no further business to come before the Board, the meeting was adjourned at approximately 6:42 pm. **Motion to adjourn made by Trustee Southard and seconded by Trustee Brundage. Motion carried.**

Respectfully submitted,

Alissa Kindall
Administrative Assistant/Recorder

Acting Secretary of the Board
Rangeview Library District

