

RANGEVIEW LIBRARY DISTRICT
BOARD MEETING
JUNE 15, 2011

1. **Call to Order:** A meeting of the Rangeview Library District Trustees was called to order at 5:04 pm. at Anythink Perl Mack Library, 7611 Hilltop Circle, Denver, Colorado. A quorum was recognized.

Trustees Attending: Kay Riddle, Ray Coffey, Dorothy Lindsey, Linda Wisniewski, and Mizraim Cordero.

Library Staff Attending: Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Mindy Kittay, Finance Director; Susan Dobbs, HR Director; Lynda Freas, Family Services Director; Ronnie Storey, Public Services Director; Stacie Ledden, Communications Manager; Annette Martinez, Perl Mack Library; Deborah Hogue, Commerce City Library; Rebecca Martin, Library Accountant; Mahala Evans, Development Officer; Mary Thelen, Graphics Artist; Matt Hamilton, IT Manager; Ken Devine, Writer/Editor; Georgia Neilsen, Perl Mack Library; Sandra Sebbas, Huron Street Library.

Guests: Kim Seter, Legal Counsel; Debra Neiswonger; Leslie Carrico, Northglenn City Councilmember; Steve Lebsock, Thornton City Councilmember; Cindy Birley, Davis Graham & Stubbs LLP; Pam Mathisen, Adco Retirement Plan Administrator.

2. **Additions or Changes to Agenda:** None.
3. **Public Comment:** None.
4. **Consent Agenda Items:** Motion to approve the Minutes of the May 18, 2011 Regular Board Meeting was made by Ray Coffey and seconded by Mizraim Cordero. Motion passed unanimously.
5. **Presentation to Debra Neiswonger - Kay Riddle:** Board President, Kay Riddle presented former Board Member Debra Neiswonger with a framed collection of grand opening invitations and thanked her for all her hard work and dedication to the library.
6. **Perl Mack Manager Report - Annette Martinez:** The newly renovated Perl Mack branch has been open for one month with circulation of 5500-6000. Four new staff members have been added, two concierge and two wranglers. MySummer programs have been held with great attendance as well as great comments from patrons. Annette shared a feel good moment; a story time child invited children's guide, Ms. Renee to her 3rd grade graduation.

7. **Adams County Retirement Board presentation - Cindy Birley & Pam Mathisen:** *Board President, Kay Riddle introduced plan representatives Pam Mathisen and Cindy Birley.* The Adams county Retirement Plan has been affected by the economic downturn and the Adams County Retirement Board has recently been presented with options concerning possible changes to the plan to insure its viability. Three documents were handed out and reviewed; a proposed amendment to 24-54-101 et al, Potential Solutions to Resolution of Underfunding Issue-Adams County Retirement Plan document, and the Preliminary actuarial valuation results as of January 1, 2011 document dated June 2011 prepared by actuary firm MERCER.

8. **Director's Report - Pam Sandlian Smith:** The legal department has prepared a one year lease for the Northglenn property. The facilities department has been working on the property to make it ready. The Crossroads Church will take possession on July 1, 2011, they will be using the space for a food bank and hold ESL classes.
Motion to approve signing a one year lease with the Crossroads Church for the top floor of the Northglenn property was made by Trustee Lindsey and seconded by Trustee Coffey. Motion passed unanimously.
Pam introduced new staff members attending tonight's board meeting; Matt Hamilton, IT Manager; Ken Devine, Writer/Editor; and Mahala Evans, Development Officer.

9. **Finance Report - Mindy Kittay:** Mindy noted she emailed the auditor's letter and the Report to Governance Report to all board members; she handed out financial statements. Call or email Mindy with any questions regarding the documents handed out by the retirement board representatives. Mindy also noted that she does not belong to the ADCO Retirement Board, but she attends the monthly meetings. They will be presenting this information to the Board of County Commissioners in a public/open meeting on June 29, 1:00 pm.

10. **HR Report - Susan Dobbs:** We are in week 2 of our Kaiser supported Spring into Shape program with 80 participants. Staff has teamed up to help motivate each other to exercise more and eat healthy.

11. **Family Services Report - Lynda Freas:** Nearly 5000 have signed up for the MySummer program compared to 3700 that completed the program last year. With that said we've had to order more journals. The National Family Place group visited/toured our libraries yesterday; they were very complimentary of our libraries and programs.

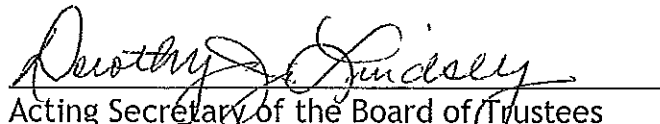
12. **Public Services Report - Ronnie Storey:** Ronnie shared a story about the coffee tasting program held at Bennett hosted by a staff member who is not a coffee drinker. The Tri County health department presented the Rangeview

Library District the "Public Health Hero of 2011" award. The award is presented to businesses, individuals or organizations that work to improve or promote public health in Douglas, Adams and Arapahoe counties.

13. **Communications Report- Stacie Ledden:** New this year is the ability to sign up online for the summer reading program. Stacie expressed she is happy to have Ken Divine the new writer/editor on board. As a way of trying to keep elected officials engaged with the library, the communications department will be sending out packets about Sparkopolis and include information on library happenings. Dedication plaques have been installed at the Huron and Wright Farms branches. The plaque at the Wright Farms Park has also been installed look for it underneath the arbor. Plaques will soon be installed at the Brighton and Bennett, then Commerce City and Perl Mack branches. The Bennett branch's public art project sponsored by last year's Sparkopolis fundraiser kicks off with a community meeting July 11, 6-7:30 pm. Colorado artist Deidre Adams will use stories collected from community members to help create/shape a painted quilt that reflects the spirit of the library and the community. Next week the John Cotton Dana award will be presented to the RLD at the ALA conference being held in New Orleans.
14. **Legal Counsel Report - Kim Seter:** A written report was submitted in the board packet.
15. **For the Good of the Order:** The first set of tickets to Sparkopolis were purchased by Steve Hansen and the second set of tickets by Trustee Lindsey and third set by library Director Pam Smith.
16. **Adjournment:** There being no further business to come before the Board, upon motion made by Trustee Lindsey the meeting adjourned at 6:34 pm.

Respectfully Submitted

Dolores Sandoval
Administrative Assistant/Recorder


Acting Secretary of the Board of Trustees
Rangeview Library District