

**RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
MARCH 28, 2018**

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:03 pm. at Anythink Huron Street, 9417 Huron Street, Thornton. A quorum was recognized.

Trustees Attending: Lynne Fox, Linda Wisniewski and Yadira Caraveo.

Staff Attending: Pam Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Susan Dobbs, Assistant Director; Logan Macdonald, Director of Products and Technology; Stacie Ledden, Innovations Director; Suzanne McGowan, Director of Customer Experience; Doug Squires, Facilities Manager; Nan Fisher, Finance Manager; Joe Murray, Creative Lead; Erica Grossman, Creative Lead; Kelly Allen, Brighton; Genne Boggs, Huron Street; Katharine Phenix, Huron Street; Renee Bohn, Huron Street; Kathy Totten, York Street.

Guests: Cameron Richards, Legal Counsel; Marci Whitman, Northglenn City Councilmember; Steve Hansen, Planner; Andrew Southard and Suzie Brundage.

2. **Additions or Changes to the Agenda:** None
3. **Public Comment:** Steve O'Doriso, Adams County. Steve wanted to reaffirm his personal as well as Adams County's commitment to Anythink.
4. **Consent Agenda Items: Motion to approve the Minutes of the February 21, 2018 Regular Board Meeting was made by Trustee Caraveo and seconded by Trustee Wisniewski. Motion carried.**
5. **Anythink Huron Street Update and Presentation – Genne Boggs:** Genne welcomed everyone, she reports the branch has had its furniture recovered, and the branch now looks beautiful and welcoming. She shared a hospitality story with the Board then introduced guides Renee Bohn and Katharine Phenix who talked about programming.
6. **Finance Manager's Report – Nan Fisher:** Nan reviewed the February 2018 Financials. **Motion to accept the February 2018 Financials was made by Trustee Wisniewski and seconded by Trustee Caraveo. Motion carried.**
7. **Library Director Report – Pam Smith:** Pam introduced new board member, Andrew Southard. He is semi-retired, with a background in security.
The Admin team and Brighton manager Kelly Allen met with members of the City of Brighton Government regarding the purchase of the Depot. They are writing a DOLA grant to renovate the building and create an outdoor public space. Pam requests the Board to sign a letter of support for the project.

Pam states they will be taking a team to Denmark to visit Dokk1 library. The library opened 2 years ago and was voted the public library of the year 2016. The team will be talking with them about their planning, the architecture and how the building is being used.

Anythink's RFP for pre-design services for two new libraries has been awarded to Humphries Poli Architects.

Pam and staff gave an overview of this year's PLA Conference. Stacie talked about the collaboration with the Madison Public Library Bubbler where they created the interactive experience Lovey Town.

Pam welcomed new board member, Suzie Brundage who lives in Thornton and works in hospice.

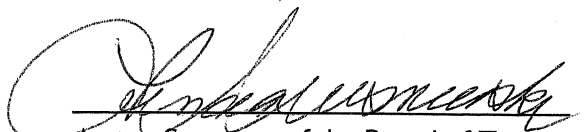
8. **Assistant Director's Report – Susan Dobbs:** A smokeless tobacco policy was included in the board packet. **Motion to approve the 5.9 Smoke and Smokeless Tobacco Free policy was made by Trustee Caraveo and seconded by Trustee Wisniewski. Motion carried.**
Susan states the HR department has been busy recruiting new hires. There are currently two manager positions open, Commerce City and Bennet. The department has also been busy with PIE's; March is Anythink's annual performance time.
9. **Director of Brand Strategy & Innovations Report– Stacie Ledden:** Stacie reports, Adams County's Communications director was at the WF's Studio working on a project doing voice-overs. He stated he learned about the Studio from his son who has a friend, an aspiring hip-hop artist that utilizes the Studio for his recordings.
Stacie gave an overview of the collaboration with the folks from Bubbler on Lovey Town. Stacie's department is working on submitting the "My place to" campaign for the John Cotton Dana Award, the winner will be presented in New Orleans where Anythink won the award in 2011.
Stacie also stated that she and Alice, new staff member in the Innovations *department*, have been meeting with guides, managers, and studio staff to talk about their passions, interests, the skillsets and where the gaps are and how they can best support staff with programming.
10. **Director of Customer Experiences Report – Suzanne McGowan:** Suzanne states she has been busy in her new role with new hires and PIEs. She is excited to work with the Colorado State Parks and Wildlife department on this year's mySummer program. Incentives will be gift cards to use towards fishing licenses or passes to state parks.
11. **Legal Counsel Report – Cameron Richards:** Cameron states he found an account called library comics on Instagram. A written report was submitted in the board pkt.
12. **Director of Products & Technology Report – Logan Macdonald:** Logan reports they are very close to starting a pilot program of checkout able Wi-Fi hot spots. He also reports we will soon have adobe creative suite available on all adult and teen public desktop computers. Last fall the Collection Development department did a diversity audit on our picture books and discovered the demographics of our picture book collection did not match the demographics of our community, so our children's buyer Keely Smith will be working to bring these two together. Logan states the Studio at the WF branch looks quite different from last year, with a

focus on digital content creation. He states there is a room full of tools to use to help customers make a podcast, stream video games, digital art or make a movie. Next week Logan will be at the Texas Library Association Conference with Ronnie presenting Moving away from Dewey.

13. **For the Good of the Order:** None.
14. **Executive Session:** Motion to enter into Executive Session at 6:10 pm for purposes of developing negotiation positions and evaluating the Executive Director's performance as authorized by 24-6-402(4)(e) & (f), C.R.S. Motion carried.
Motion to reconvene into regular meeting was made at 6:42 pm.
The Board did not take formal action nor did it adopt policy, position, rule, or regulation.
Upon motion duly made, seconded, and by unanimous vote, the Board approved a performance based bonus to the Executive Director.
15. **Adjournment:** There being no further business to come before the Board, the meeting adjourned at 6:45 pm.

Respectfully submitted,

Dolores Sandoval


Acting Secretary of the Board of Trustees
Rangeview Library District