

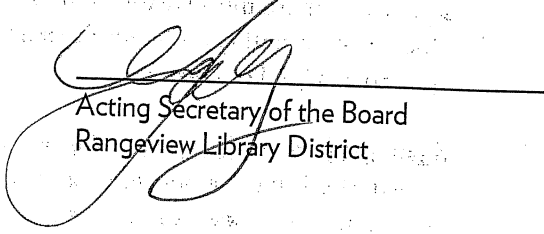
**RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES  
REGULAR MEETING  
MAY 21, 2020  
5:00 p.m.**

1. **Call to Order:** A meeting of the Rangeview District Board of Trustees was called to order at 5:05 pm. The meeting was virtual. Due to COVID-19, all libraries are closed.  
  
**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; Stacie Ledden, Director of Strategic Partnerships; Nan Fisher, Finance Manager; Logan Macdonald, Director of Products and Technology; Suzanne McGowan, Director of Customer Experience.  
**Guests:** Cameron Richards, Legal Counsel.  
(Total signed in to GoToMeeting – 23)
2. **Additions or Changes to Agenda:** None. **Motion to approve the Agenda was made by Trustee Lapham and seconded by Trustee Southard. Motion carried.**
3. **Public Comment:** None.
4. **Motion to approve the Minutes from the February 20, 2020 Regular Board Meeting was made by Trustee Caraveo and seconded by Trustee Lapham. Motion carried.**
5. **Finance Manager Report – Nan Fisher:** Nan reviewed the April 2020 financials. **Motion to accept the April 2020 financials was made by Trustee Lapham and seconded by Trustee Caraveo. Motion carried.**
6. **Library Director's Report – Pam Sandlian Smith:** Pam thanked Nan stating the auditors said everything went smoothly. Pam stated discussion at the February meeting to pay off the COPS early was put on hold to discuss at the March meeting, and now states this will not happen as well as not going to ballot this year. Pam states in looking at our budget, we are lean, fluid and flexible. Pam states we may be reallocating additional funds to our digital materials budget. We have been communicating with staff and the board to make sure they have all information needed on how we are serving our community. We are moving into phase two, getting ready to do curbside services, in phase three we will be working on what it will look like with reduced services in the library. Discussion on setting up Anythink email accounts for the board resulted in a unanimous decision to set up accounts for Trustees.
7. **Assistant Director's Report – Susan Dobbs:** Susan states that with the stay at home order Anythink has launched an Eagerness to Learn plan where staff work on three professional and three personnel goals. She states they also launched a library based tutorial program in conjunction with Niche Academy. Anythink also launched a virtual platform for training in conjunction with Niche Academy. She thanked trustee Andy and his wife Lynn for suggesting a virtual Yellow Gecko event where staff had an anything cookie challenge bake off. The winner of the challenge was Jowanda from Brighton.

8. **Director of Strategic Partnerships Report – Stacie Ledden:** Stacie said when she is asked how she is doing, the first thing she thinks of is how grateful she is to work at Anythink. She states that as soon as we had to close the library they worked on launching the Anythink Everywhere campaign. She also reports this year's BYCS will be a virtual event, streaming live via Youtube and Facebook. Stacie and Pam participated in the Aging Adults Response and Recovery Taskforce for Adams County. She is impressed by the organizations collaboration.
9. **Director of Products and Technology – Logan Macdonald:** Logan reports the collection development department has very busy. They have continued ordering and receiving new materials, and are working on quarantining deliveries. He has reallocated more than 100k to e-content material. IT has been busy with infrastructure updates. The Studio teams has been working on reorienting the focus for the year. The launch of Wise has been pushed to July 13-14 from the original plan to launch in April.
10. **Director of Customer Experience Report – Suzanne McGowan:** Suzanne reports staff and volunteers have called more than 5500 customers. Suzanne said they decided to do the hatching of the chicks, stating staff set up a pilot program where they sent out a go to meeting link and folks could call in and participate. Suzanne reports this year MySummer has been redesigned and we already have over 800 registered. MySummer journals have been mailed out and journals will be available in the community to pick up as well.
11. **Legal Counsel Report – Cameron Richards:** Legal counsel's report was included in the board packet.
12. **For The Good of the Order:** Trustee Lapham and Southard thanked Anythink for the online classes offered to staff and board. Trustee Southard thanked Stacie and Pam for the information/communication received.
13. **Executive Session:** Motion to enter into Executive Session at 6:33 p.m. was made by Trustee Lapham pursuant to C.R.S. section 24-6-402(4)(b), (e) and (f) to receive legal advice, discuss matters that may be subject to negotiation and review personnel matters related to the Executive Director's contract upon announcement, motion and 2/3 vote of the quorum present. Motion to reconvene into the regular meeting was made at 7:40 pm.
14. **Adjournment:** There being no further business to come before the Board upon motion made the meeting adjourned at 7:45 pm.

Respectfully submitted,

Dolores Sandoval

  
Acting Secretary of the Board  
Rangeview Library District