

**RANGEVIEW LIBRARY DISTRICT
BOARD MEETING
NOVEMBER 18, 2009**

1. Call to Order: A meeting of the Rangeview Library District was called to order at 5:11 p.m. at the Commerce City Branch, 7185 Monaco Street, Commerce City, Colorado. A quorum was recognized.

Board Trustees Attending: Kay Riddle, Dorothy Lindsey, Ray Coffey, Linda Wisniewski, Debra Neiswonger.

Library Staff Attending: Pam Sandlian-Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Steve Hansen, Communications Director; Susan Dobbs, Human Resources Director; Ronnie Storey, Public Services Director; Mindy Kittay, Finance Director; Lynda Freas, Family Services Director; Stacie Ledden, Content Developer; Sandra Sebbas, Northglenn Library; Deborah Hogue, Commerce City Library.

Guests: Kim Seter, Legal Counsel; Justin Sager, Wember, Inc.

2. Additions or Changes to the Agenda: None.

3. Public Comment: None.

4. Consent Agenda Items: Approval of the Minutes of the October 21, 2009 Regular Meeting.

Motion to approve the Minutes of the October 21, 2009 Regular Meeting was made by Ray Coffey and seconded by Dorothy Lindsey. Motion passed unanimously.

5. Construction Update – Justin Sager: The slide presentation included different elevations of the Huron Street library. COs should be received by December 18. Windows and door frames are going in at the Wright Farms library; the presentation shows white roof wrap which means the roof is in place.

6. Finance Director's Report – Mindy Kittay: Mindy handed out financial statements for October. The financial statements now reflect the amended budget figures. Mindy reviewed the 2010 Annual Budget and Operating Plan and gave a brief description of the changes between this document and the one handed out at the last board meeting.

President Riddle having heard the presentation by the Finance Director opened the Public Hearing on the 2010 Budget at 5:40 p.m.

Hearing no public comment on the Budget, President Riddle moved to close the Public Hearing on the 2010 Budget at 5:42 p.m.

Motion to approve resolution No. 09-11-01: A resolution adopting the 2010 Budget, Certifying the Mill Levy and Appropriating Funds for the purposes set forth herein for the Rangeview Library District, Adams County, Colorado, for the calendar year beginning on the first day of January, 2010 and ending on the last day of December, 2010 was made by Ray Coffey and seconded by Linda Wisniewski. Motion passed unanimously.

7. Branch Manager's Report – Deborah Hogue: The Commerce City branch now has an adult services librarian, Crystal Falkner. She is developing adult programs which include; computer classes, adult book club, resume classes, and in December she is doing a My Space class. Commerce City offers an after school program twice a week with 16-20 elementary children in attendance. On Tuesdays is a teen program with 5-10 teens in attendance. Every third Saturday of the month is Family Fun day. Everyone who has seen the new design of the renovation loves it. Renderings will be displayed at the Derby Resource Center. Anythink Library is included on the new "Derby Welcomes You" billboard on Hwy 2 just north of 72nd ave. There will be a second community meeting regarding the new design on December 2, 6:00 p.m.

8. Director's Report – Pam Sandlian-Smith: This morning was the press preview tour of the Huron library followed by a tour for a group from the Northglenn United Methodist Church. The group currently uses the Northglenn Library, as they walked through the comments heard were positive. On Veteran's Day holiday all libraries were closed to the public so staff could catch up on back logs of shelving and RFID. Next year we are planning two staff training days; President's Day holiday will be customer service training and the Columbus Day holiday topic hasn't been determined yet. Pam received an email from a librarian from Minnesota who visited the Brighton library recently. She wanted to let Pam know what great service she received. She said the staff she interacted with displayed complete confidence in the system and had positive attitudes about the changes at Rangeview. We are working on transition space for Commerce City, and have contacted redevelopment director, Charlene Meeker. They are willing to work with us and we are pursuing the idea of having a small space in Derby that we can have open fifteen to twenty hours a week so people can have access to computers. Recently Pam received a call from a Commerce City council person whose residents and developers from the Reunion area would like a library in their neighborhood.

9. Director of HR Report – Susan Dobbs: January 1, is our healthcare renewal period. We received bids back this week with double digit increases for healthcare. Rangeview's main goal is to take care of our employees with quality healthcare. We are in the midst of negotiations and looking at different options. The Board is invited to the annual Staff Appreciation Breakfast on Tuesday, December 15, 8 a.m., at Cinnzetti's Restaurant in Northglenn.

10. Director of Public Services Report – Ronnic Storey: The Northglenn branch will close on December 12. The old bookmobile will not be used at this location due to many challenges. Patrons will be invited to use the Perl Mack and Thornton branches which are nearby. The Anythink in Motion will be onsite on Mondays 9-11 a.m. and on Fridays 12-

2:30 p.m. This summer RLD staff participated in a lot of training, the guides recently completed their three part training with Kathleen June and John Bellina. The adult and tech guides are now working on designing programs that can be shared throughout the district.

11. Director of Family Services Report – Lynda Freas: A new part of Summer Reading this year was a program for babies in the 0-3 age group and their parents and caregivers. Our goal was for 100 to complete the program, but we had 210 that completed the program. Thornton was closed for two weeks for RFID and WordThink the branch looks lighter and brighter. This Friday and Saturday is CAL and the very last program on Saturday at 3:30 p.m. is a program being presented by Rachel Fewell, Logan MacDonald and Loretta Mainock from our collection development department “Bringing up baby BISAC”.

12. Director of Communications Report – Steve Hansen: We will be holding a community leader reception for the Huron Street library, tentatively scheduled for January 15. With the grand opening set for Saturday, February 6, 1-6 p.m. The celebration is themed “A Celebration of Light” which will include three laser light shows. The communications department along with RLD’s architect, Dennis Humphries are working on the public announcement about Anythink Brighton’s “carbon positive” achievement. It will be the only public library in the U.S. and the only public or commercial building in Colorado that will be carbon positive. We hope to make the announcement in mid-December with the governor, together with representatives from DOLA, Fransen Pittman, HPA and associates. With the statement that our goal is to make all Anythink libraries “carbon neutral”. A reminder to check the website there are a lot of small but significant changes to it. Next week we will be adding a news article archive which is the beginning of the new Press Room section of the site which will allow readers to comment on announcements and news stories. Website usage is up 40% over October 2008. Downloadable e-books and audio books have been recently added to the website. Downloads are averaging 500 per month.

13. Legal Counsel Report – Kim Seter: Legal report was submitted in the Board packet. Regarding the boundary dispute with Aurora, the county assessor has approved putting the properties back into the District. A resolution to adopt the Adams County Retirement program needs approval so we can to implement the Counties changes.

Motion to adopt Resolution No.09-11-02, Adopting the Certified copy of the resolution to adopt Adams County Retirement plan and related trust and to approve the Library District as a participating employer in the plan was made by Ray Coffey and seconded by Debra Neiswonger. Motion passed unanimously.

14. Executive Session: Pursuant to Section 24-6-402(4) to discuss contract negotiations under as allowed by subparagraph (e) and personnel matters as allowed by subparagraph (f).

Motion to move into Executive Session to discuss personnel matters as allowed by statute, matters subject to negotiation concerning the district's boundaries and the county assessor's office and to receive advice on specific matters concerning these topics as allowed by Sections 24-6-402(4)(b); 24-6-402(4)(c) and 24-6-402(4)(f) at 6:18 p.m. was made by Dorothy Lindsey and seconded by Debra Neiswonger. Motion passed unanimously.

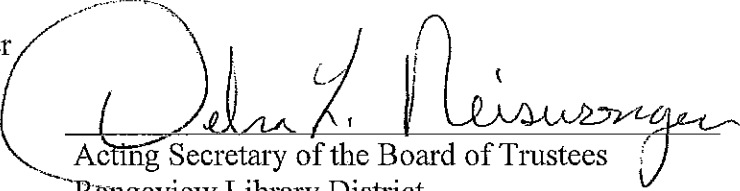
Motion to reconvene from Executive Session to the regular meeting was made at 6:45 p.m. by Debra Neiswonger and seconded by Ray Coffey. Motion passed unanimously.

15. For the Good of the Order: None.

16. Adjournment: There being no further business to come before the meeting, the meeting adjourned at 6:55 p.m.

Respectfully Submitted

Dolores Sandoval
Administrative Assistant/Recorder


Acting Secretary of the Board of Trustees
Rangeview Library District