

**RANGEVIEW LIBRARY DISTRICT
BOARD MEETING
NOVEMBER 17, 2010**

1. Call to Order: A meeting of the Rangeview Library District Trustees was called to order at 5:04 p.m. at the Commerce City Library, 7185 Monaco Street, Commerce City, Colorado. A quorum was recognized.

Board Trustees Attending: Kay Riddle, Ray Coffey, Dorothy Lindsey, Linda Wisniewski. Debra Neiswonger arrived at 6:15 p.m.

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

Guests: Justin Sager, Wember Inc.; Jacqueline Murphy, Legal Counsel; Lynne Fox, Thornton Councilmember; Leslie Carrico, Northglenn Councilmember.

2. Additions or Changes to Agenda: None.

3. Public Comment: None.

4. Consent Agenda Items: Approval of the Minutes of the October 20, 2010 Regular Board Meeting.

Motion to approve the Minutes of the October 20, 2010 Regular Board Meeting was made by Ray Coffey and seconded by Dorothy Lindsey. Motion passed unanimously.

5. Construction Update – Justin Sager: Down to the last two construction projects, Thornton and Perl Mack. Photos of the Perl Mack branch include; children’s pavilion, the eastern meeting room, curb and gutters. Paving of the parking lot should begin in the next few days. Interior framing and plumbing rough in is in place. Projecting a mid to end of February completion for construction. The Thornton project is moving along; all the lights have been changed out, newly painted, millwork in place, new bathrooms, and new carpet. The project should be complete in the next few weeks.

6. Anythink Commerce City Report – Deborah Hogue: A wonderful opening was held on Saturday with 500-700 in attendance. 80 new cards were issued on Saturday and 40 on Monday. Deborah says “the community is truly grateful to have this library”.

7. Director's Report – Pam Sandlian Smith: Pam, Todd Cordrey, Dominick Moreno and Liz Cordero attended the Gates launch of the Broadband Technology Opportunities Program (BTOP) grant in which the RLD received 24 laptops for the Brighton branch and 12 for the Commerce City branch. The \$20,000 LSTA grant received for Bennett is a very similar project. A project team will be formed to develop a plan to launch the computers and projects that will be attached to both the grants. The District has been asked to consider operating an Anythink library on the grounds of a new Mapleton School District campus. This library would replace the Washington Street branch. The MSD's goal is to open the library/school campus in August 2012. Thornton City Councilmember Lynne Fox said this would be a good time for RLD to request a meeting with the Revitalization Board to talk about what developments are happening with the area and how the future of the current library will impact their plans for the area.

Motion to adopt Resolution No.10-11-1 whereas the District shall participate and cooperate with MSD in the planning process for the new MSD facility with respect to the library space; and, subject to approval by MSD and the District of the terms and conditions of an IGA concerning use of the proposed library space, operations of an Anythink Library and other matters of concern, the District will utilize the space for a public library was made by Dorothy Lindsey and seconded by Linda Wisniewski, motion passed unanimously.

RLD buildings currently are smoke free, based on Colorado laws. In order to protect the health and well-being of all employees and customers the Library Board has approved a Smoke Free Workplace Policy prohibiting smoking on all property owned or leased by the District effective December 1, 2010.

8. Human Resource Director's Report – Susan Dobbs: Insurance update; RLD went to bid for healthcare for 2011, only two companies chose to bid on our group. After evaluating the proposals and in order to offer the best health plan for employees, RLD will be going with Kaiser Permanente. They are offering dual options for employees; one with a HSA program and one that is a deductible based plan and out of network option. Mark your calendar for the Staff Appreciation Breakfast, December 8, 8:30 a.m. at Cinzetti's in the Northglenn Marketplace.

9. Finance Director's Report – Mindy Kittay: Mindy handed out financial statements on the capital projects thru October, CSAFE quarter end information, and a draft document of the 2011 annual budget and operating plan which she reviewed.

President Kay Riddle having heard the presentation by the Finance Director opened the Public Hearing on the Budget at 6:00 p.m.

Hearing no public comments on the Budget, President Riddle moved to close the Public Hearing on the budget at 6:02 p.m.

Motion to adopt resolution No.10-11-2 A resolution summarizing expenditures and revenues for each fund and adopting a budget, levying property taxes for collection in the year 2011 to help defray the costs of government, and appropriating sums of money to each fund in the amounts and 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, 2011, and ending the last day of December, 2011 was made by Linda Wisniewski and seconded by Ray Coffey, motion passed unanimously.

10. Communication Director's Report –Steve Hansen: On Tuesday, November 16th the Institute of Museum and Library Services announced RLD as a national medal recipient. The image of the medal is posted on the RLD homepage and will remain there for one year. A replication will be displayed at every library entrance and also beneath staff's individual email signatures. Steve handed out what RLD's portion of the commemorative program will look like. A local press event with Congressman Jared Polis who nominated RLD will be held in the next few weeks. RLD is the cover story of the current issue of Library Journal and RLD is also included in a series by David Sarno in the L.A. Times about the future of libraries. RLD is submitting an entry in the ALA John Cotton Dana public relations award on the development and launch of the Anythink branding program. There are currently 40,500 Anythink RLD results on Google.

11. Legal Counsel Report – Jacqueline Murphy: A written status report was submitted in the board packet. The Library Director's contract runs from November 1 to November 1 of each year. Staff has asked that the Director's review be moved to the March meeting so that the contract matches the timing of other library employees. Status update on the District/County retirement program; legal counsel is still in the process of obtaining the estimate of costs and contract from the actuarial company for the tier 2 & 3 employees.

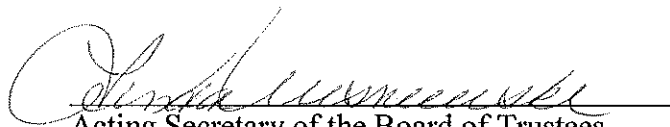
Motion to move the annual review of the Director's contract to the March 2011 meeting, and to the extent necessary, authorizing an amendment to the Director's employment contract to implement the new procedure was made by Ray Coffey and seconded by Dorothy Lindsey, motion carried.

12. For the Good of the Order: The new renovated Commerce City branch is open.

13. Adjournment: There being no further business to come before the Board, upon motion made by Trustee Coffey the meeting adjourned at 6:20 p.m.

Respectfully Submitted

Dolores Sandoval
Administrative Assistant/Recorder


Acting Secretary of the Board of Trustees
Rangeview Library District