

RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
NOVEMBER 16, 2016

1. **Call to Order:** A meeting of the Rangeview Library District Board of Trustees was called to order at 5:06 pm. at Anythink Commerce City, 7185 Monaco Street, Commerce City. A quorum was recognized.

Trustees Attending: Ray Coffey, Kerry Glenn, Lynne Fox and Burke Beu.

Apologies: Linda Wisniewski.

Staff Attending: Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant/Recorder; Susan Dobbs, Assistant Director; Stacie Ledden, Innovations Director; Logan Macdonald, Director of Products and Technology; Nan Fisher, Finance Manager; Deborah Hogue & Sheila McNair, Commerce City; Sharon Hall, Bennett; Michelle Hawkins & Kathy Totten, York Street; Suzanne McGowan & Marsha Marcilla, Wright Farms; Sandra Sebbas, Huron Street.


Guests: Kim Seter & Cameron Richards, Legal Counsel; Marci Whitman, Northglenn Councilmember.

2. **Additions or Changes to the Agenda:** None.
3. **Public Comment:** None.
4. **Consent Agenda Items:** Motion to approve the Minutes of the October 12, 2016 Regular Board Meeting & Proposed 2017 Meeting Schedule was made by Trustee Fox and seconded by Trustee Beu. Motion carried.
5. **Commerce City Branch Manager Report & Update – Deborah Hogue:** Deborah welcomed all stating it's been a great year. She also states new flooring was recently installed throughout the library. Youth Services Guide, Sheila McNair showed a power point presentation of events held throughout the year. Statistics include; 200 programs for kids, teens and families, 26 school outreach events.
6. **Finance Report – Nan Fisher:** Nan reviewed the October 2016 financials and the reallocation of the 2016 budget. Motion to accept the October 2016 financials was made by Trustee Glenn and seconded by Trustee Fox. Motion carried.
Nan reviewed the 2017 Budget. Motion to open the Public Hearing on the 2017 Budget was made at 5:31 pm by Trustee Glenn and seconded by Trustee Fox. Motion carried. After discussion, Motion to approve the Resolution adopting the 2017 Budget, and Appropriating Funds, and Certifying the Mill Levy was made by Trustee Beu and seconded by Trustee Fox. Motion carried. Motion to close the Public Hearing on the 2017 Budget was made at 5:36 pm. by Trustee Glenn and seconded by Trustee Fox. Motion carried.

7. **Library Director's Report – Pam Smith:** Pam congratulated Adams 12 and Mapleton School District for the approval of their ballot issues.
She also mentioned she attended the Adams 12 Stem launch breakfast, Trustee Glenn talked about STEM.
Pam stated Scott and Susan did an amazing job on this year's training day which was based on our "eagerness to learn" value.
WF branch manager Suzanne McGowan stated this year Wright Farms was an early vote site for the election and also had ballot drop off boxes.
We have discovered a water leak on the Washington Street property, Doug is working on the issue.
Pam states in working on the strategic plan for next year the administrative team recommends hiring consultants in 2017 to help us with next steps on planning for a ballot issue and to use 2017 to have conversations with our community.
8. **Assistant Director's Report – Susan Dobbs:** Susan states they are in a busy quarter, currently in open enrollment for benefits. The Yellow Geckos are hosting the annual fundraiser Texas Hold' em on Friday, where we use the money raised to help support a family at the holiday season. December 14 is the annual staff appreciation breakfast; she invites the board to attend.
9. **Director of Products & Technology Report – Logan Macdonald:** Logan reports on Prospector, stating they are analyzing our data right now, which means we are 2-3 months out. He handed out and reviewed a market data research report on Commerce City customers.
10. **Director of Innovation & Brand Strategy Report – Stacie Ledden:** Stacie states Anythink has partnered with the Space Science Institute to bring the interactive display Discover Health to the Brighton branch. The exhibition will be on display through January 4.
Anythink is participating in the global Hour of Code December 5-11, this is the third year we will participate, with districtwide programming.
Stacie states we are celebrating Colorado Gives Day on December 6. We are hoping to raise money for the Foundation.
11. **Legal Counsel Report – Kim Seter:** Written report has been submitted in the board packet.
12. **For the Good of the Order:** Lynne attended the CAL conference stating it was wonderful and thanked the library for sending her. Her notes are included in the board packet. Lynne put on her Halloween costume and hung out with the kids at the Perl Mack library for their Halloween party. She also attended a book group at Huron Street in October.

13. Adjournment: There being no further business to come before the Board, upon motion made by Trustee Beu and seconded by Trustee Glenn, the meeting adjourned at 6:20pm.

Respectfully submitted,
Dolores Sandoval



Acting Secretary of the Board of Trustees
Rangeview Library District