

**RANGEVIEW LIBRARY DISTRICT
BOARD MEETING
OCTOBER 20, 2010**

1. Call to Order: A meeting of the Rangeview Library District Trustees was called to order at 5:09 p.m. at the Brighton Library, 327 E. Bridge Street, Brighton, Colorado. A quorum was recognized.

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

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; Rebecca Martin, Finance Dept.; Todd Cordrey, Brighton library; Chandra Jones, Wright Farms library; Jacqueline Dennis, Brighton library; Deborah Hogue, Commerce City library; Sandra Sebbas, Huron library; Jesse Ransom, Brighton library.

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

2. Additions or Changes to Agenda: Motion to add a communications report to the agenda was made by Dorothy Lindsey and seconded by Linda Wisniewski. Motion passed unanimously.

3. Public Comment – None

4. Consent Agenda Items: Approval of the Minutes of the September 15, 2010 Regular Board Meeting.

Motion to approve the Minutes of the September 15, 2010 Regular Board Meeting was made by Ray Coffey and seconded by Linda Wisniewski. Motion passed unanimously.

5. Construction Update – Justin Sager: Justin reports the Commerce City project is complete, his presentation included photos of the new entry, fireplace and exterior. The Perl Mack photos show the foundation walls in place; all the geothermal wells have been drilled. The entry facing El Paso is being addressed; the parking lot should be complete within two weeks. The Thornton project is in progress.

6. Anythink Brighton Report – Todd Cordrey: Todd welcomed everyone to Brighton. He commented on his fabulous staff; they are constantly working on ways to improve, they deliver inspiring and really powerful programs on all levels. Todd feels the Board's decision to move the library to its current location and partner with the Armory was a good one. The Brighton library has held 33 shared events with the Brighton Armory. Thirty summer events were held with about 1200 visitors. In addition the library has

partnered with the Armory on three very big events; Market Day, with 2-3 thousand in attendance; Eco Day with about 2 thousand in attendance; Chamber Gala, where a very successful auction was held in the library. An upcoming event is the parade of lights on December 11; the city has asked the library to do children's programming for this event.

7. Director's Report – Pam Sandlian Smith: There will be a sneak peak of the Commerce City library next Thursday, October 28, 4-7 p.m. in conjunction with the Derby Business Association's plaza dedication ceremony. Pam thanked Todd for taking the helm of the Brighton library over a very interesting year. The community art project created during the grand opening has now been incorporated into the building. The Colorado State Library has been awarded a \$3.3 million Bridging Colorado's Digital Divide Grant in which the RLD will receive \$26,551 towards computers and equipment for Anythink Commerce City and \$49,252 for Anythink Brighton. RLD also received the LSTA Grant for "Job Assist and Mobile Computing Lab for Bennett Branch and Outlying Rural Communities" in the amount of \$18,924. A smaller version of the automated materials handling system currently at the Wright Farms library will be ordered for the Brighton and Huron libraries. At the September board meeting the discussion of budget strategies included changes in hours of operation. Pam reviewed the proposed changes. The Board gave direction to proceed with the plan effective January 1, 2011. Commerce City's hours will be effective when opened in November. Pam thanked the Board for their outstanding presentation at the CAL conference.

8. Human Resource Director's Report – Susan Dobbs: Fish Training Day was fabulous with a speaker that had everyone laughing and interacting. HR is busy with hiring and is working on updating the employee manual. The new manual will be ready sometime in January/February. Bowling night is Friday with 18 teams participating and a lot of staff coming to cheer. The staff appreciation breakfast is December 8th at Cinzetti's 8 -10 a.m.

9. Finance Director's Report – Mindy Kittay: Mindy handed out financial statements which include capital projects. The vacant position in the finance department was changed to two part time positions. One of the positions has been filled and she will start on Monday. The audit is scheduled for March. Mindy will present the budget to the board at the November meeting.

10. Public Service Director's Report – Ronnie Storey: A lot of staff gave presentations at CAL this year and they will be submitting similar proposals to PLA for 2012. The LSTA grant will be used to purchase 20 laptop computers plus equipment. They will be used as a mobile computing lab to include being used to teach basic skills related to finding a job and improving employment readiness. Career advisor Liz Ryan will be presenting a four part workshop "Career Reboot" beginning Tuesday, November 2 at the Huron Street library and the workshop is also scheduled for the Brighton and Bennett locations. The first week in November the Concierges will meet at a half day session which will include a publisher's rep to show them how to do short on the fly book suggestions. The Wranglers will also meet as a group and include ergonomic approaches to do their job.

11. Family Service Director's Report – Lynda Freas: Collection Development Manager, Rachel Fewell gave a WordThink presentation at CAL's preconference. Currently she and Mary Thelen are in Columbia, MO to present two day long workshops on collection development and marketing. Denver is the site of the biennial conference of the Association of Bookmobiles and Outreach Services. Outreach Services manager, Kathy Totten is the president and has helped plan the conference. Rachel Fewell was one of 60 librarians in the country invited to Madrid for the LIBER book fair. She also was awarded a scholarship from the American Library Association of the Mexican Consulate to go to the Guadalajara book fair in November.

12. Communications Director's Report – Steve Hansen: RLD's profile is quite high and visible with all the awards being received and the local and national presentations the staff have been giving. People are very interested in what we're doing and we are getting a lot of requests for tours and information. The grand opening "Debut" for Commerce City will be held on November 13, 1-6 p.m. and a sneak peek for the public on October 28. RLD is entering our Anythink branding program in the ALA John Cotton Dana Award, due in December.

13. Legal Counsel Report – Kim Seter: Legal Counsel's report was submitted in the board packet. Counsel has requested an executive session with the Board.

Motion for the Board to enter into Executive Session at 6:20 p.m. as authorized by Section 24-6-402(4)(d); 24-6-402(4)(b) and 24-6-402(f) C.R.S. to provide legal advice related to the retirement plan documents and matters that may be subject to negotiations; and, may receive direction from the Board in this regard motion was made by Linda Wisniewski and seconded by Ray Coffey. Motion carried.

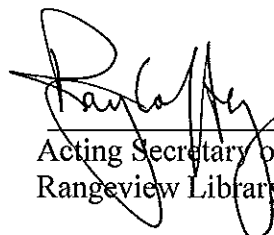
Motion to reconvene from Executive Session to the regular meeting was made at 7:08 p.m. Motion carried.

14. For the Good of the Order: Trustee Neiswonger's term expires February 2011 and due to schedule constraints has decided not seek another term. Trustee Lindsey notes good of the order should be moved above Executive Session so people can hear it.

15. Adjournment: There being no further business to come before the Board, upon motion made by Trustee Lindsey and seconded by Trustee Coffey, the meeting adjourned at 7:11 p.m.

Respectfully Submitted

Dolores Sandoval
Administrative Assistant/ Recorder



Acting Secretary of the Board of Trustees
Rangeview Library District