

**RANGEVIEW LIBRARY DISTRICT
BOARD MEETING
SEPTEMBER 15, 2010**

1. Call to Order: A meeting of the Rangeview Library District Trustees was called to order at 5:05 pm at the Wright Farms Library, 5877 E 120th Ave. Thornton, Colorado. A quorum was recognized.

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

Apologies: Debra Neiswonger.

Library Staff Attending: Pam Sandlian Smith, Director; Dolores Sandoval, Administrative Assistant; Mindy Kittay, Finance Director; Susan Dobbs, HR Director; Lynda Freas, Family Services Director; Ronnie Storey, Public Services Director; Rebecca Martin, Accountant; Stacie Ledden, Content Developer; Chandra Jones, Wright Farms library; Rachel Fewell, Collection Development Manager; Kathy Totten, Outreach; Annette Martinez, Perl Mack library; Deborah Hogue, Commerce City library; Sandra Sebbas, Huron library; Jesse Ransom, Brighton library.

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

2. Additions or Changes to the Agenda: Motion to move item # 9 on the agenda to # 7 was made. Motion passed unanimously.

3. Public Comment: None.

4. Consent Agenda items: Approval of the Minutes of the August 18, 2010 Regular Board Meeting.

Motion to approve the Minutes of the August 18, 2010 Regular Board Meeting was made by Dorothy Lindsey and seconded by Linda Wisniewski. Motion passed unanimously.

5. Construction Update- Justin Sager: The presentation started with pictures of the Commerce City project which included the new entrance on the southeast corner of the building, fireplace area, and the new children's pavilion. The project is expected to be complete in about a month. The presentation showed excavation work for the east side addition of Perl Mack project which is expected to be complete mid-February. The Thornton renovation project is underway. Other projects in progress include; the café at Wright Farms branch, the addition of flag poles and the monument signage. The tree house project for the Wright Farms branch has been commissioned.

6. Anythink Wright Farms Report – Chandra Jones: Chandra reports they are very busy in the best possible way. 8816 new cards have been issued thus far and 215,000 items have checked out. Children's and adult programs have been launched including book clubs.

7. Finance Director's Report – Mindy Kittay: Mindy invited the Board to a retirement party on Friday, September 17th, 2:30-5 pm. for Darlene Berger; she is retiring after 33 years of service. Mindy handed out the MUNICIPAL Debt Arbitrage Policy MANUAL. She reviewed and asked for Boards approval of the Arbitrage Policy, Reimbursement for Travel Policy, Banking Policy, and Records Retention Policy.

Motion to approve the Arbitrage Policy, Reimbursement for Travel Policy, Banking Policy and Records Retention Policy was made by Linda Wisniewski and seconded by Dorothy Lindsey. Motion passed unanimously.

8. Director's Report – Pam Sandlian Smith: The Sparkopolis event was grand with 373 in attendance. Numbers have not yet been finalized, but close to \$43,000 was raised with sponsors and ticket sales. The cost of the event was \$25,000, raising \$17,000 - \$18,000 for the collaborative art projects. Our 2008-2010 Strategic Plan is up this year. Pam proposes to use 2011 as a year to get all the libraries open, get to know our communities better, and to gather information. Information of what the trends are and what we can best focus our energies and resources to meet those needs. At the November meeting the board and administrative team will bring ideas to talk about for a new strategic plan. Pam showed the board a prototype of the signage that will be used at the libraries.

9. Discussion of 2011 Budget Strategies: According to the information received from the County on August 20; the property tax impact on the library will be negative. The shortfall is due to the downturn of the economy. In thinking about what is the best strategy to best prepare for 2011-2013, the board agreed to strategies which include change in hours of operation; a reduction in hours to total 40 hours per week for the Perl Mack, Commerce City and Thornton branches, expand hours to seven day service to include Sunday service for the Wright Farms branch and hours to remain the same for the Huron Street, Brighton, and Bennett branches. Materials budget will have a slight increase. Merit pay pool will be the same as 2010 at 3%.

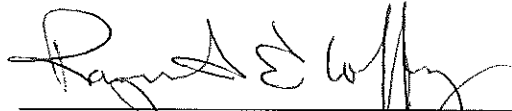
10. Legal Counsel Report: The legal counsel report was tabled to next meeting.

11. For the Good of the Order: Trustee Coffey enjoyed the Sparkopolis party. Collection Development Manager, Rachel Fewell will travel to Barcelona Spain end of September, she has been invited to the annual Barcelona Book Fair.

12. Adjournment: There being no further business to come before the Board, upon motion made by Trustee Coffey, the meeting adjourned at 6:30 p.m.

Respectfully Submitted

Dolores Sandoval
Administrative Assistant/Recorder



Acting Secretary of the Board of Trustees
Rangeview Library District