

**RANGEVIEW LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR MEETING
May 21, 2025**

1) Call to Order

The meeting of the Rangeview Library District (d.b.a. “Anythink Libraries”) Board of Trustees was called to order at Anythink Wright Farms at 5:05 pm. A quorum was present.

Trustees Attending

Suzie Brundage, Celeste Jackson (via Zoom) and Niki Cooper

Trustees Absent

Trisha Kramer and Gretchen Lapham

Staff Attending

Mark Fink, Executive Director; Susan Dobbs; Assistant Director; Paola Vilaxa, Director of DEIB and Community Engagement; Nan Fisher, Finance Manager.

Guests

Elizabeth Dauer, Legal Counsel

2) Additions or Changes to the Agenda

Fink requested the following changes/additions to the May 21, 2025 Agenda:

Remove: Owner’s Representative for Capital Projects report from the agenda, since Justin Sager was not present to give his update. Board members were referred to Sager’s written report in the Board packet.

Add to New Business: Introduction of the Outreach and Community Connections Manager, Victoria Ortega

Add: Executive Session

A motion to approve the agenda as amended for the May 21, 2025 Regular Board Meeting was made by Trustee Jackson and seconded by Trustee Cooper. Motion carried.

3) Public Comment

None

4) Approval of the Minutes of the April 16, 2025 Regular Board Meeting

A motion to approve the Minutes of the April 16, 2025 Board Meeting was made by Trustee Cooper and seconded by Trustee Jackson. Motion carried.

5) **Finance Manager's Report**, Nan Fisher

Presentation and Acceptance of the April 2025 Financials

Fisher presented the April 2025 Financials.

A motion to accept the April 2025 Financials was made by Trustee Cooper and seconded by Trustee Jackson. Motion carried.

6) **Annual Election of Officers**

It was unanimously decided that the Annual Election of Officers be postponed until the July 16, 2025 Regular Board meeting. It was noted that this change will give the Trustees time to review and discuss the Board Bylaws, including Board Officer descriptions during the Board Retreat on June 23, 2025.

7) **Old Business**

a. **Board Retreat**

Fink announced that the Board Retreat is scheduled for Monday, June 23, 2025 from 4:00 - 7:00 pm and will be held at the Thornton Community Center, Program Garage; dinner to be provided.

- i. Retreat Agenda Items will include: Review Anythink Bylaws, Review the Anythink 2025 Operating Plan and discuss the DEI work being done

Fink also said that he has received information from the State Library regarding Trustee Officer Roles and Responsibilities which will be discussed as well.

8) **New Business**

a. **Review and Discuss Draft Art Policy**, Mark Fink

Fink reviewed the draft Art Policy with the Board, and explained that the purpose for the Art Policy was centered on the fact that Anythink does a fair amount of work with local artists and arts organizations that includes displaying artwork in our libraries. He said that Ashley Garst, Projects and Events Coordinator and Suzanne McGowen, Director of Customer Experience, have created this policy that outlines Anythink's approach to supporting art and artists and displaying artwork in our branches. Fink said that the policy was also reviewed by Branch Managers as well as Legal Counsel.

Fink stated that the policy clarifies that we are committed to intellectual freedom and that we seek to feature art that reflects viewpoints across a broad spectrum of subject matter and reflects the opinion that is suitable for a variety of interests. He also said that we have specific goals for art programs and exhibits to provide experiences and connections to cultural and artistic activities to encourage educational, intellectual, aesthetic and creative growth with a wide range of art, unique programs and exhibits to reach non-traditional customers and to provide exposure to different types of arts and artists.

Fink said that the policy also describes the process for displaying exhibits and that Anythink has a waiver of responsibility form which must be completed before any art exhibits can be displayed.

Fink said that the policy also outlines a very specific Criteria of Standards for Collection that individual branches will use when evaluating requests for any display of art.

He said that there is a section in the policy for Commissioned Art, which describes the process for artwork for display for a specific initiative, program, site or celebration.

There is also a De-Acquisition of Art section of the policy, which stipulates the terms for Anythink to de-acquisition artwork, as well as terms and conditions for Art Sales at Programs and Events.

Lastly, the policy notes that a Request for Removal of Artwork will be reviewed as stipulated in our Request for Reconsideration Policy.

Trustee Brundage asked about the De-Acquisition of Art. Fink said that the De-Acquisition of Art applies to art displays that are not permanent and involve a discussion with the artist regarding new ownership of the artwork.

Trustee Brundage reiterated that this would essentially be if the art display is not permanent and that the artist is asked to take back ownership of the item rather than if there is a concern from a community member about the art. Fink clarified that that under this scenario, the customer concern would be reviewed under the Request for Reconsideration policy and procedure.

Trustee Brundage suggested adding a statement to reflect this. Fink said that a statement can be added to the Criteria of Standards for Selection and that the updated policy will be presented at the July 16, 2025 Board Meeting for final approval.

Trustee Jackson asked if an individual artist can host a show in any of our branches. Fink said that this is an option and that the artist would submit a request similar to the request for an artist organization.

b. Introduction - Outreach and Community Connections Manager, Paola Vilaxa

Vilaxa introduced Victoria Ortega as our new Outreach and Community Connections Manager and welcomed her to the team. Vilaxa also said that she was excited to have Victoria in this role and explained that she will be handling requests for outreach events and activities, including requests for outside services, development of strategies for our express libraries, as well as for our bookmobile.

Victoria said that prior to joining Anythink Libraries, she was a speech-language teacher and has been involved with connecting with people and learning their stories. She said that she was a Guide at Anythink Thornton Community Center as well as Anythink York Street. She is looking forward to this new role and working with the Outreach Department.

9) Anythink Wright Farms Branch Report, Maria Mayo-Peaseley, Branch Manager and Justina Wooten, Branch Supervisor

Mayo-Peaseley thanked everyone for coming. She said that she is excited to see the overall moral and enthusiasm at Anythink Wright Farms and gave special thanks to Justina Wooten, Wright Farms Branch Supervisor, for giving so much to this Branch as well as to the community. Mayo-Peaseley also thanked Ingrid Duke, Wrangler Coordinator at Wright Farms for her many contributions and her support not only to Wright Farms, but throughout the District.

Mayo-Peaseley gave brief updates on the following Anythink Wright Farms Programs and Events:

- Pollinator Garden was established about three years ago and it has been a huge success and is a beautiful garden. Morgan Van Duyne and Caleb Stallworth have created many Programming Events for children for this garden.
- Spanish Services was created about one year ago and the team has done a fantastic job District-wide to provide staff development, customer experience and displays and experience zones to serve our Spanish-speaking community. This team has been a great addition to our staff and has created many Spanish/Bilingual Programs, including:
 - hanging banners highlighting Spanish themes during National Hispanic Heritage Month;
 - hosted an event to honor “Día de la Madre” (Mother’s Day);
 - relocation of the adult and children’s Spanish Collections to one location in each Branch, this resulted in a 100% increase in circulation;
 - created a “Spanish Word Phrase of the Week” to inspire/support staff who are working on Spanish speaking skills;
 - offering Tech help appointments in Spanish;
 - organized a Translation Review Team to support our non-speaking Spanish staff;
 - working on Citizenship Courses/Immigrant Rights Programs.
- Large Scale Programming Update, such as Earth Week which was a great customer experience/self-guided event and was a huge success; it included about 170 people.
- El Día de los Niños is about children and literacy, and Wright Farms offered a story time in English and Spanish every hour and had several character visitors as well as a transformation of the Program Garage including bean bags and tents, etc. to accommodate children. There were about 250 children who participated.

Mayo-Peaseley asked Justina Wooten to share her story from Book Club. Wooten first thanked all the amazing work that is done by the Concierges who are responsible for supporting programs and offering experience zones for customers. She said that the Book Club had selected the book, “*The Women*”, written by Kristin Hannah, which the group read during Women’s History Month. Wooten said that the book was about women who served in Vietnam. Wooten said that she reached out to the *National Women’s Vietnam Memorial* and asked if they had record of anyone who had served in Vietnam and that still lives in Colorado. Wooten said that she was extremely fortunate to be put in touch with Betsy Tanner, a Native of Colorado, who served in Vietnam and that she graciously agreed to join the Book Club. Wooten said that it was an amazing experience and Betsy Tanner answered

many questions from the group. Wooten said that Betsy had also spent time with Kristin Hannah and gave explicit details for her to include in her book.

Mayo-Peaseley announced the Grand Opening of the LatinA Café on June 2, 2025 and said that she and Anythink Wright Farms is very excited to have them.

Fink thanked Maria Mayo-Peaseley and Justina Wooten for the amazing work they do. He said that the programs and support they provide for Anythink Wright Farms and to all of our branches as well as to the Community is remarkable.

10) Executive Director Report, Mark Fink

Fink said that the Topping Out Ceremony hosted by GH Phipps was a wonderful celebration and is excited to say that the Nature Library is right on track to open in mid-2026. He also noted that Maria Mayo-Peaseley will be transitioning as Nature Library Branch Manager within the coming months.

Fink said that the Colorado Association of Libraries Conference (CALCO) will be happening in September 2025 and he said that this year we have submitted three nominations for awards.

1. Innovated Spaces (partnership with the City of Thornton and the design of the Studio at the Anythink Community Center);
2. Partnership of the Year (Anythink Partnership with Catamounts Performances);
3. Outstanding 2025 Trustee of the Year (Trustee Lynne Fox)

11) Legal Counsel Report, Elizabeth Dauer

Dauer said that the bill to amend the Colorado Open Records Act (CORA) was reviewed and approved by the Legislature, however, when it was sent to the Governor, it was vetoed. She indicated that there may be a possibility to submit a veto override to the Legislature, but she said that it was unlikely to pass.

12) For the Good of the Order

13) Executive Session

A motion to enter into Executive Session, pursuant to C.R.S, Section 24-6-402(4)(f) for the sole purpose to discuss personnel matters concerning the performance of a manager level employee at approximately 5:56 pm was made by Trustee Brundage and seconded by Trustee Cooper. Motion carried.

The Executive Session of the Board of Trustees reconvened to the Regular Session at approximately 6:41 pm. The Board of Trustees entered into Executive Session for the sole purpose of discussing personnel matters concerning the performance of a manager level employee. The Board did not engage in substantive discussion of any matter not enumerated in Section 24-6-402(4)(f), C.R.S. The Board did not adopt any policy, position, resolution, rule, regulation or take any formal action. The Executive Session was adjourned at approximately 6:41 pm.

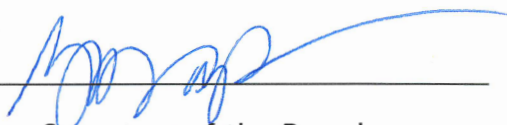
14) Adjournment

There being no further business to come before the Board, the meeting was adjourned at approximately 6:43 pm.

A motion to adjourn was made by Trustee Cooper and seconded by Trustee Jackson. Motion carried.

Respectfully submitted,

Shelly Boyer
Recorder



Acting Secretary of the Board
Rangeview Library District