

**ARAPAHOE LIBRARY DISTRICT  
BOARD OF TRUSTEES**

January 16, 2018@ 5:30 p.m.

Board Meeting

Smoky Hill Library

5430 S Biscay Circle

Centennial, CO

AGENDA

	<u>Informational</u>	<u>Action</u>
1. CALL TO ORDER		X
2. ADDITIONS OR CORRECTIONS TO THE AGENDA	X	
3. PUBLIC INTRODUCTIONS AND COMMENT	X	
4. APPROVAL OF MINUTES No. 751		X
5. CONSENT AGENDA		X
a) Acceptance of the Statement of Revenue and Expense (attached)		
b) Acceptance of the Balance Sheet (attached)		
c) Approval of the Annual Administrative Resolution		
d) Approval of Sierra Maintenance Annual Renewal in the amount of \$128,870.00 This invoice is for the period January 1- December 31, 2018. Sierra is our Integrated Library System which is our database of all library patrons and materials. It manages all the transactions related to the collection.		
e) Approval of Southglenn Library Lease and Common Area Maintenance in the amount of \$376,547.64 which includes 6 months increased at 3% and compounded over the last three years.		
f) Approval of the Key People contract in the amount of \$196,820.00 which includes all janitorial cleaning district wide.		
g) Approval of Comcast Purchase Order for \$123,085.56. This will cover all reoccurring payments for 2018 to Comcast for all monthly costs of patron internet and all branch connectivity to the Support Services Building.		
h) Approval of the hiring of Michael Fleming, Cynthia Convers-Doucette, Dagmar Korn, Cherie Curtis, Nicole Wilhelms, Joseph Honsberger, Amy Lawrence, Joselle Lawrence and Tiffany Turner		
i) Approval of the separation of Chelewa Gant, Skye Richards, Casey Clark, Tricia Leavitt, Nathanael Smith, Amy Lawrence and Deborah Gonzales		
6. GEEK OUT PRESENTATION	X	

Informational   Action

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| 7.  | <b>POLICIES</b><br>a) Meeting Room Policy (second reading)<br>b) Equal Opportunity and Sexual Harassment Policy (second reading)<br>c) Staff Use of Digital Library Property Policy<br>d) Safety Policy  |   | X |
| 8.  | <b>BRAND VIDEO PRESENTATION</b>  | X |   |
| 9.  | <b>REPORTS</b><br>a) Legal Status Report<br>b) Trustee Reports<br>c) Directors' Reports<br>d) Strategic Plan Brief<br>e) Let's Find Out...How We Did<br>f) Monthly Statistics Report<br>g) Community Conversations<br>h) Media Clippings<br>i) Upcoming Meetings | X |   |
| 10. | <b>EXECUTIVE SESSION</b><br>An executive session may be held pursuant Section 24-6-402(4)(f), C.R.S., upon announcement, motion made and affirmative vote of 2/3 of the quorum present for the purposes of discussing personnel matters.                         |   |   |
| 11. | <b>ADJOURN</b>   |   | X |