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## ARAPAHOE LIBRARY DISTRICT

### MEETING OF THE BOARD OF TRUSTEES

February 19, 2019

Koelbel Library  
5955 S Holly Street  
Centennial, CO

**MEMBERS PRESENT:** Katie Schroeder, Steve Oliver, Rachel Bandy and Sally Daigle

**MEMBERS ABSENT:** Dorothy Pisel

**PUBLIC:** None

**OTHERS ATTENDING:** Cameron Richards, Attorney; Zella Goettsch and Justin Gerze, AP and OZ representatives

**STAFF PRESENT:** Oli Sanidas, Executive Director; Janel Maccarrone, Executive Assistant; Jennifer Mahin, Director of Finance; Jill Corrente, Director of Digital and Library Material Services; Kim Collie, Director of Project Management Office; Linda Speas, Director of Library Operations; Jose Ortiz, Manager of Facilities and Security; Anthony White, Manager of Web Systems; Taliah Abdullah, Library Manager; Nicolle Wilhelms, Library Manager; Andrew Monson, Lauren Broussard, Tina Ulmer, Elena Cabodevilla

Katie Schroeder opened the meeting at 5:45 p.m.

**APPROVAL OF MINUTES No. 765:** Rachel Bandy moved to approve the Minutes #765 from the January 15, 2019 Board Meeting, Steve Oliver seconded the motion and the motion passed unanimously.

**CONSENT AGENDA:** Katie Schroeder moved and Rachel Bandy seconded to approve the Consent Agenda as presented. The motion passed unanimously.

Approval of the Consent Agenda means:

- Approval of the hiring of Derek Call, Lani Rush and Kait McNamee
- Approval of the separation of Karen Malone and Catherine Retzlaff

**FINANCIALS:** Jennifer Mahin reviewed the financials and the ALD Governance Communication Letter with the trustees. Steve Oliver moved to accept the Financials as presented. Rachel Bandy seconded and the motion passed

unanimously. Approval of the Financials means:

- Acceptance of the Statement of Revenue and Expense
- Acceptance of the Balance Sheet

## **POLICIES:**

**Reservable Spaces – second reading:** The policy was modified to add language regarding the library's insurance liability in reservable spaces. Steve Oliver moved to approve the revised policy with the changes suggested by the trustees and Katie Schroeder seconded the motion and the motion passed unanimously.

**Board President Report:** Katie Schroeder reported about the new board agenda and the facilitation training. One trustee a month on "vision moment" think about 1 or 2 morning meetings. Strategic plan report will come from 1 director keep on time only one presentation per meeting onboarding for new trustees  
Trustee interviews scheduled for sat/tues to be in place at May mtg

**Executive Director Report:** Oli Sanidas highlighted a meeting he had with the Superintendent of the Byers School District Tom Turrell to discuss the new Kelter Library. Superintendent Turrell is interested in using the structure to house additional classrooms for the school. Oli asked the board to consider donating the structure to the school. If the board is agreeable, he will work with legal counsel on a formal donation process.

**CASTLEWOOD LIBRARY PROJECT PRESENTATION:** Representatives from Oz Architecture and Adolphson and Peterson Contractors gave a summary of the community and staff input received so far and talked about next steps and the timeline for the Castlewood library project. They presented draft designs of the project. The project is on track for completion in early 2020.

**DESIGN THINKING WORKSHOPS PRESENTATION:** Jill Corrente, Anthony White, Lauren Broussard, Tina Ulmer, Andrew Monson, Nicole Wilhelm and Elena Cabodevilla shared how the District is using design thinking to solve challenges and implement solutions.

## **REPORTS:**

### **Trustee Reports:**

- Rachel Bandy took her children to the Kelter and Davies Libraries. She has been following the news on the Douglas County Trustee positions. She had fun "talking up" ALD throughout the community and on local websites. On a side note, she is thrilled with auto renewals.

**Strategic Plan Report:** Kim Collie, Project Management Office Director, highlighted the assessment of how we are doing as an organization with issues related to diversity, equity and inclusion. Thirty-five Arapahoe Library employees participated in a 30-minute phone interview with a representative from The Equity Project. The director team plans to share the summary results from the survey with the rest of the organization along with next steps, after meeting with The Equity Project to discuss the findings. Kim was happy to report that the Used Book Sale at Smoky Hill Library raised \$14,500.

**Legal Status Report:** Legal counsel reviewed the legal report with the trustees and presented the Resolution Authorizing the Purchase of Real Property and Authorizing the Board President to Execute Documents to Consummate the Purchase. Sally Daigle moved to approve the resolution, Rachel Bandy seconded and the motion passed unanimously.

Legal counsel suggested that the board of trustees add an assistant secretary position to the board. Steve Oliver moved to appoint Rachel Bandy as assistant secretary and Sally Daigle seconded and the motion passed unanimously.

**Challenges:**

No comments

**LET'S FIND OUT...HOW WE DID:**

No comments

**MONTHLY STATISTICS:**

No comments

**COMMUNITY CONVERSATIONS:**

No comments

**UPCOMING MEETINGS:** The March meeting is scheduled on Tuesday, March 19 at 5:30 p.m. at the Southglenn Library.

There being no further business, Sally Daigle moved to adjourn the meeting. Katie Schroeder seconded the motion and Katie Schroeder adjourned the meeting at 7:21 p.m.

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Date Approved

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Dorothy Pisel, Secretary