
ARAPAHOE LIBRARY DISTRICT

MEETING OF THE BOARD OF TRUSTEES

February 16, 2021

Virtual meeting via Zoom

MEMBERS PRESENT: Steve Oliver, Rachel Bandy, Bill Shaw, Theresa Mehringer, Katie Schroeder, Sally Daigle

MEMBERS ABSENT:

PUBLIC:

OTHERS ATTENDING: Cameron Richards, Attorney

STAFF PRESENT: Oli Sanidas, Executive Director; Marie Greene, Executive Assistant; Jennifer Mahin, Director of Finance; Linda Speas, Director of Library Operations; Kim Collie, Director of Project Management; Cynthia Kiyotake, Library Manager; Holly Whelan, Library Manager; Jane Crawford, Library Specialist; Jose Ortiz, Manager of Facilities and Security; Kristina Chuliy, Administrative Assistant; Hayley Presley, Library Specialist

Steve Oliver opened the meeting at 5:32 p.m.

APPROVAL OF MINUTES No. 788:

Rachel Bandy requested a change to the November minutes. She wanted the minutes to reflect that she was suggesting that the board consider adding a policy/practice in place for adding names to buildings.

Theresa Mehringer moved to approve the Minutes #788 from the January 19, 2021 Board Meeting with the changes noted. Bill Shaw seconded and the motion passed.

CONSENT AGENDA: Sally Daigle moved and Theresa Mehringer seconded to approve the Consent Agenda as presented. The motion passed.

Approval of the Consent Agenda means:

- A. Approval of the hiring of Anya Dickson, Winter Bahlubi, Cody Robinson, Celine Dukic, Rachel Grosser, Jennifer Colmenero, Taylor Eagan, Victor Zamora, Haley Boden, Chandra Powers-Wersch, Cody Jones, Kim DeVries

- B. Approval of the separation of Diana Wallace, Linda Sartori, Luis Morejon, Rachel Yoder, Merian Chen
- C. Approval of \$100,000.00 for TrackVia workflow and data analysis platform. This is an integral part of our data strategy project to minimize the number of places where we enter data, provide feedback to patrons and staff based upon their input, and make data-driven decisions from a holistic point of view. This is our third year using TrackVia and we continue to add functionality and data analytics capabilities.

RESOLUTION OF SUPPORT AND APPRECIATION OF STAFF:

Bill Shaw read the resolution during the meeting. Theresa Mehringer added a correction to the heading of the second page to remove Rangeview Library District and change it to Arapahoe Library District and to change the date to February 16, 2021.

Bill Shaw moved to approve with the changes noted, Sally Daigle seconded the motion and the motion passed.

FINANCIALS: Jennifer Mahin reviewed the financials with the trustees.

Theresa Mehringer moved to accept the Financials as presented. Katie Schroeder seconded and the motion passed. Approval of the Financials means:

- Acceptance of the Statement of Revenue and Expense
- Acceptance of the Balance Sheet
- Review of corrected list of 2020 Vendors over \$100,00
- Review of Governance Communication
- Audit Engagement Letter from CliftonLarsonAllen LLP

BOARD PRESIDENT REPORT: Steve Oliver reported that last week he went to Koelbel Library for the first time since March 2020 when the COVID closure began. He mentioned that the library looks different inside because furniture has been moved to allow for social distancing. He was greeted by multiple staff members and he noted that most of them seemed happy to see patrons in the library again.

Steve also mentioned that in April the board is scheduled to elect new officers. He asked the rest of the board members to consider whether they are interested in an officer position. He stated he is happy to continue in an officer role, but if others are interested, to please let him or Katie know.

EXECUTIVE DIRECTOR REPORT: Oli Sanidas reported that all branches reopened last month. He has been helping with park and pick up or welcome desk shifts on a weekly basis at different branches. He reported that the branches will be eliminating the cleaning closures and will be open continuously beginning the last week of February, which should allow a smoother experience for patrons. Arapahoe County also moved from level orange to level yellow, which will allow the facilities to operate at 50% capacity (up from 25%).

Oli also proposed a draft of the guidelines for naming and acknowledgements for new library buildings to the board. Theresa Mehringer commented that item number 3 (naming posthumously) can be removed from the draft. Bill Shaw concurred. Theresa also commented that under item number 1, the language could be changed to say the board will “consider,” rather than the board “shall” do it a particular way.

Bill Shaw asked if a cost estimate for the plaques had been obtained. Oli responded that it had not. Bill also asked if the guidelines were necessary. Rachel Bandy responded that the guidelines should be necessary because an institution should take seriously the consideration of putting people's names on buildings that will stay there for generations. Oli voiced his support for having a policy in place, stating that it's helpful so that there is a process in place and future boards won't have to recreate the wheel each time.

Cam Richards noted that there are two issues being discussed; 1. Determining a process for commemorating people with a plaque, and 2. How the board will consider naming buildings, i.e., getting input from the Friends Foundation and/or patrons.

Bill Shaw suggested that the discussion be tabled to allow time for more input and to research how other institutions are handling similar issues.

Oli work with Cam Richards on the draft and will bring a revised draft to the board for consideration at a future meeting.

LEGAL STATUS REPORT: Cameron Richards reported that there is an action item regarding the surplus property resolution, which declares the Deer Trail property is surplus and not needed by the library district.

Sally Daigle moved to approve the resolution, Rachel Bandy seconded and the motion passed.

PRESENTATION: KELVER VIRTUAL TOUR

Linda Speas, Director of Library Operations, introduced Cynthia Kiyotake, Library Manager, and Jose Ortiz, Manager of Facilities and Security, to present the virtual tour of the new Kelter Library.

STRATEGIC PLAN REPORT:

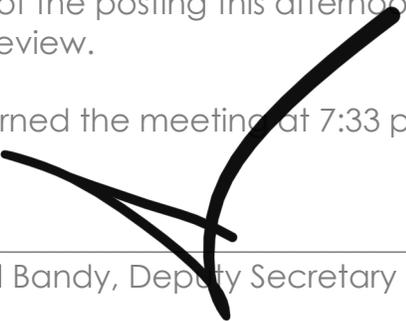
Kim Collie highlighted a few items from the strategic plan report. She mentioned that ALD has a partnership with Food Bank of the Rockies and the director team plans to volunteer in March to help distribute food to people in need in the Byers community. She also mentioned some work toward inclusivity and in innovation.

Bill Shaw asked about the progress in finding a new HR director. Oli responded that a recruiter was in the process of being chosen and it will take a couple of months to complete the process of recruiting and hiring a new director.

Theresa Mehringer asked about recruiting for the open board positions. Katie Schroeder mentioned that she received the draft of the posting this afternoon and would send it to the committee members to review.

There being no further business, Steve Oliver adjourned the meeting at 7:33 p.m.

3/25/21
Date Approved


Rachel Bandy, Deputy Secretary