
ARAPAHOE LIBRARY DISTRICT

MEETING OF THE BOARD OF TRUSTEES

April 20, 2021

Virtual meeting via Zoom

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

MEMBERS ABSENT:

PUBLIC: IB (Zoom identifier); Natalie Palmer, Christine Stevens

OTHERS ATTENDING: Cameron Richards, Attorney

STAFF PRESENT: Oli Sanidas, Executive Director; Marie Greene, Executive Assistant; Jennifer Mahin, Director of Finance; Jessica Sidener, Director of Marketing and Community Relations; Linda Speas, Director of Library Operations; Kim Collie, Director of Project Management; Anthony White, Director of Innovation and Technology; Cynthia Kiyotake, Library Manager; Frances Beard, Library Specialist; Julie Heffernan Manco, Library Specialist; Anne Marie Boger, Community Engagement Coordinator; Alex Stroh, Café Supervisor; Donna Dean, Supervisor; Erica Brandse, Volunteer Services Coordinator; Holly Whelan, Library Manager; Louise Richey, Community Engagement Manager; Nadia Kobzeva, Library Specialist

Steve Oliver opened the meeting at 5:30 p.m.

Steve mentioned that the board is hoping to hold the June board meeting in person. Bill Shaw asked if there were plans in place to vaccinate library staff. Oli reported that he found a vendor that ALD can purchase vaccines from, and once they have enough in stock, ALD will purchase vaccines for staff who want one.

APPROVAL OF MINUTES No. 790, 791, 792, 793, 794:

Bill Shaw moved to approve the Minutes #790 from the March 19, 2021 Board Meeting, Minutes #791 from the March 26, 2021 Special Meeting, Minutes #792 from the April 3, 2021 Special Meeting, Minutes #793 from the April 6, 2021 Special Meeting, and Minutes #794 from the April 8, 2021 Special Meeting. Rachel Bandy seconded and the motion passed.

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

Approval of the Consent Agenda means:

- A. Approval of the hiring of Jacki Solat, Ellie Nash, Colin McGuire, Eva Pavalakis, Elizabeth Murray, Jennifer Martin, Tawny Gregory
- B. Approval of the separation of Marie Meyer, Libby Klomp, Diane Marcley

FINANCIALS: Jennifer Mahin reviewed the financials with the trustees.

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

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

BOARD OFFICER ELECTIONS: Steve Oliver reported that the proposed slate of officers is for Steve to continue as President, Katie Schroeder to continue as Vice President, and Bill Shaw will replace Rachel Bandy as Secretary.

Cam Richards proposed that the board appoint Theresa Mehringer and Sally Daigle as assistant secretaries in case Bill Shaw is unavailable.

Theresa Mehringer moved and Sally Daigle seconded to approve the slate of officers as proposed. The motion passed.

Katie Schroeder reported that she, Bill Shaw and Theresa Mehringer interviewed eight candidates and are nominating two candidates for the open trustee positions: Natalie Palmer and Elizabeth Nichols.

Natalie Palmer was in attendance and introduced herself to the board.

Rachel Bandy moved and Bill Shaw seconded the nominations to the board of trustees. The motion passed.

POLICY: DISASTER RECOVERY POLICY

Linda Speas reviewed the revisions to the Disaster Recovery Policy with the board. One of the revisions is an added paragraph describing where the policy can be found and who is responsible for reviewing the information in the policy to ensure it's accurate.

Sally Daigle moved and Katie Schroeder seconded to approve the Disaster Recovery Policy as presented. The motion passed.

BOARD PRESIDENT REPORT: Steve Oliver stated that he did not have any updates to report.

EXECUTIVE DIRECTOR REPORT: Oli Sanidas asked the board for volunteers for three sub-committees: the Finance Sub-committee; the Policy Sub-committee; and the Strategic Plan Sub-committee. Theresa Mehringer and Steve Oliver volunteered to continue on the Finance Sub-committee. Rachel Bandy volunteered to help on the Policy Sub-committee if work begins before she moves out of state. Oli explained that the policy would be reviewed by the ALD department head, proposed changes would be made, then the policy would be sent to the sub-committee for review before the policy is brought to the board for approval. Katie Schroeder stated that she would be willing to replace Rachel on the sub-committee after she leaves. Bill suggested that Natalie Palmer could attend the policy review meetings as a member of the public until she becomes an official board member in June. Sally Daigle volunteered to help on the policy sub-committee during the summer months. Cam Richards asked that he be kept in the loop on the policies that are being reviewed. Oli clarified that the policies that will be reviewed by the sub-committee will be policies that are already in existence, and Oli would like the sub-committee to be involved in the official creation of the guidelines regarding naming buildings that has been discussed at previous board meetings. The third sub-committee that Oli requested volunteers for is the Strategic Plan Sub-committee. Bill and Sally volunteered to be on that sub-committee. Katie Schroeder suggested holding a public study session to work on the Strategic Plan in July or August. Cameron Richards clarified that when a meeting includes three or more board members, the meeting must be accessible by the public. Public comment does not have to be allowed.

Sally Daigle made a motion to appoint the sub-committees as described, Bill Shaw seconded and the motion passed.

Oli reported that there is a building on the land next to May library that ALD purchased to be used for an additional parking area that needs to be demolished. The proposal will be on the May consent agenda for board approval.

Oli announced that ALD has expanded the open hours to the public. Linda Speas gave more detail about the gradual expansion of services and hours at the various branches, including access to study and meeting rooms, reopening the bookstores, accepting book donations, and reopening the cafes.

PRESENTATION: COMMUNITY ENGAGEMENT

Jessica Sidener, Director of Marketing and Community Relations, introduced Louise Richey, the Manager of Community Relations. Louise explained that her department includes community engagement, cafes, and volunteer services. She introduced Erica Brandse, Volunteer Services Coordinator, who presented about the Friends and Volunteers Services. She described examples of how her department kept the volunteers engaged with various virtual activities during the pandemic. She reported that most of the volunteers have said they feel safe to return to the libraries because most of them have been vaccinated. The volunteers will begin accepting book donations at two branches later this week. All the branches will begin accepting donations beginning in May. 2020 was a successful year in online book sales thanks to two Friends volunteers.

Alex Stroh, Café Supervisor, described how the café team worked as support staff by helping with park and pickup last summer during the pandemic while the cafes were closed. A blended role of barista/library specialist was developed, and many of the baristas chose to train for that position. They developed new skills that they will continue to employ once the cafes are open again.

Anne Marie Boger, Community Engagement Coordinator, explained how her team has been conducting executive interviews with prominent people in the community to help identify how ALD can better serve the community. The interviewees will be invited back to participate in a round table discussion as well. Her team also facilitated community conversations where community members discussed listening and race in an environment where they felt safe.

Anne Marie also reported that new partnerships are being developed with organizations in the community, such as with Arapahoe County to provide neutral information around elections. She shared some statistics that made the 2020 election historic. Anne Marie also shared that ALD now has a partnership with Food Bank of the Rockies to provide food to community members in need. There is also a partnership with Tri County Health Department to host vaccination clinics. The team is also planning a community market late summer/early fall at Sheridan Library.

LEGAL STATUS REPORT: Cameron Richards reported that the Deer Trail School District has opted to acquire title insurance and go through a formal closing process on the land that ALD is donating to them.

STRATEGIC PLAN REPORT:

Anthony White, Director of Innovation and Technology, highlighted a few items from the strategic plan report:

- Two community resource specialists were hired who bring extensive experience helping people navigate needed resources in the community.
- External lockers are being installed to allow library patrons to pick up their materials after hours.
- The marketing and communications team did a great deal of work promoting and publishing the recruiting effort for the open board of trustee positions.

Rachel Bandy asked about liability concerns with the new community resource specialists due to their obligations with their licensure to report specific issues to authorities. There was discussion about making sure ALD's expectations are clear for what the roles of the community resource specialists will be.

There being no further business, Steve Oliver adjourned the meeting at 7:27 p.m.

5/22/2021

Date Approved

DocuSigned by:



1A7972AE396347A...

Rachel Bandy, Deputy Secretary