
ARAPAHOE LIBRARY DISTRICT

MEETING OF THE BOARD OF TRUSTEES

May 18, 2021

Virtual meeting via Zoom

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

MEMBERS ABSENT:

PUBLIC: Natalie Palmer, Nichols Kids [Zoom identifier], Katherine [Zoom identifier]

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, Associate Director Library Operations; Donna Dean, Supervisor; Holly Whelan, Library Manager; Jose Ortiz, Manager of Facilities and Security; Erin McBride, Supervisor Safety and Security; Cameron Bowen, Facilities Coordinator; Matt Franci, Branch Maintenance Specialist Lead, Julie Heffernan Manco, Library Specialist; Hayley Presley, Library Specialist; Irina Bass, Library Specialist; Karen Hathaway, Library Specialist; Laura Donohue, Library Specialist Lead

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

Steve announced that the June board meeting will be held in person at the Support Services Building. ALD will not provide dinner, but there will be cake to honor Rachel Bandy's last meeting.

APPROVAL OF MINUTES No. 795:

Rachel Bandy moved to approve the Minutes #795 from the April 20, 2021 Board Meeting. Katie Schroeder seconded and the motion passed.

CONSENT AGENDA: Rachel Bandy 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 Meshell Tommaso, Sherri Olson
- B. Approval of the separation of Amber Bales
- C. Approval of \$230,000 to Adolfson & Peterson Construction and Team K Services for the asbestos removal and demolition of the house located on the property of the Eloise May Library. The reason for the demo is the potential liability of the building as well as the ongoing maintenance and operational cost savings.

FINANCIALS: Jennifer Mahin reviewed the financials with the trustees.

Rachel Bandy moved to accept the Financials as presented. Sally Daigle seconded and the motion passed. Approval of the Financials means:

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

Theresa Mehringer requested that a future financial report show trends, specifically the year-to-date numbers as well as the changes from month to month.

POLICIES:

- A. FREEDOM TO READ POLICY:** There was a proposed change to add religious beliefs to the list in the third bullet of the policy. The board agreed with the proposed change. Bill Shaw asked about adding some language to the first bullet point about limiting materials that are blatantly false. The board discussed how ALD does not want to become the arbiter of truth as that is a difficult standard to maintain.

Rachel Bandy moved and Rachel Bandy seconded to approve the Freedom to Read Policy with the amendment proposed. The motion passed.

- B. FREEDOM TO VIEW POLICY:** no changes proposed.

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

- C. INTERLIBRARY LOAN POLICY:** no changes proposed.

Bill Shaw moved and Theresa Mehringer seconded to approve the Interlibrary Loan Policy as presented. The motion passed.

BOARD PRESIDENT REPORT: Steve Oliver reported that he visited Koelbel Library a few times and checked out the lockers at Koelbel and Southglenn. He noted how positive and polite the staff always is.

Steve also noted that the Arapahoe County Board of County Commissioners confirmed the appointment of the two new trustee nominees, Elizabeth Nichols and Natalie Palmer. The Deer Trail School District Board has not responded to the nominees yet and has 60 days to do so. If no response is received, the nominees will automatically be ratified after the 60 day mark. The appointments will take effect June 19, 2021.

EXECUTIVE DIRECTOR REPORT: Oli Sanidas reported that in response to the CDC and state of Colorado removing the mask restrictions for vaccinated people, ALD lifted the mask requirement for vaccinated individuals in the libraries. Staff will not ask patrons about vaccination status, and therefore will not police mask wearing in the libraries. There will be updated signage reflecting the changes to the mask guidelines.

Oli also reported that EdgGuide technology will be installed at Smoky Hill Library. The technology is a beacon-based system to help visually impaired and blind individuals navigate through the library.

Linda Speas introduced Cynthia Kiyotake as the new Associate Director of Library Operations. She has worked at ALD for 19 years.

There was discussion about the changes to the mask requirement and concerns from staff as well as the challenges ALD faces with managing the specifics of the new mask guidelines.

PRESENTATION: FACILITIES UPDATES

Linda Speas introduced the facilities department team members. Jose Ortiz, the Manager of Facilities and Security, gave an overview of the sustainability efforts and green building principles, updates to the HVAC system and security cameras.

Jose introduced Cameron Bowen, Facilities Coordinator, who spoke more about the green building principles and sustainability efforts. Cameron discussed some of the steps ALD has taken toward energy and greenhouse gas reduction, including charging stations for electric cars at Kelter Library and solar panels. Since 2016, there has been a steady decrease in energy usage and energy costs and an increase in air quality and temperature efficiency. ALD has worked on decreasing waste and increasing recycling. Materials that the library no longer uses are being given to the community and any materials that are no longer in shape for use are being recycled. Landscaping that has been used at

the branches is drought resistant and native to the area. In 2020, ALD was recognized as a Silver Leader in the Environmental Leadership Program. In 2013, ALD received the outstanding building of the year (TOBY) award for Eloise May Library, which is the commercial real estate industry's highest honor for excellence in building management and operations.

Jose introduced Matt Franci, the Branch Maintenance Specialist Lead, who spoke about the HVAC upgrades. Matt showed how he can access every building's HVAC system remotely and can make adjustments as necessary. He discussed how the systems work efficiently and help reduce energy costs. He also showed how the analytics program that was approved by the board last year works. He also discussed how the system ionizes the air, which attacks odor, viruses, other air particulates, etc. to make the air in the buildings safer.

Jose introduced Erin McBride, the Supervisor of Safety and Security, who discussed the new security camera system. There were 261 cameras installed across the district. The image quality is much better and links to security footage can be sent via email to people who need to review it. The upgrades to the system have helped the security team find relevant footage quickly and see it clearly.

After the presentation, the board commended the facilities team for their hard work.

LEGAL STATUS REPORT: Cameron Richards reported that the Deer Trail School District has not yet responded on the conveyance of land.

He also mentioned that the legal status report includes information in response to the concerns expressed at a previous board meeting about the Community Resource Specialist position.

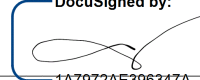
STRATEGIC PLAN REPORT:

Linda Speas, Director of Library Operations, highlighted a few items from the strategic plan report. She mentioned the work being done to select artwork for Castlewood and Kelter libraries.

There being no further business, Steve Oliver adjourned the meeting at 7:48 p.m.

6/17/2021

Date Approved

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Rachel Bandy, Deputy Secretary