
ARAPAHOE LIBRARY DISTRICT

MEETING OF THE BOARD OF TRUSTEES

August 16, 2022

Sheridan Library
3425 W Oxford Ave
Denver, CO

MEMBERS PRESENT: Steve Oliver, Natalie Palmer, Bill Shaw, Theresa Mehringer, Liz Nichols, Sally Daigle

MEMBERS ABSENT: Katie Schroeder

PUBLIC: Michele C., Monica Williams

OTHERS ATTENDING: Kim Seter, Attorney

STAFF PRESENT: Oli Sanidas, Executive Director; Marilou Goodwin, IS Dept Admin; Jennifer Mahin, Director of Finance; Kim Collie, Director of the Project Management Office; Linda Speas, Director of Library Operations; Anthony White, Director of Innovation and Technology; Jessica Sidener, Director of Strategic Marketing and Community Relations; Caroline Heinselman, Director of People Services; Cynthia Kiyotake, Associate Director of Library Operations; Karen Bradley, Supervisor, Mobile Library Services; Richard Lyda, Manager, Mobile Library Services; Hakan Nilsson, Branch Maintenance Specialist; Kathleen Robertson, Supervisor, Sheridan Library; Hayley Presley, Supporting Library Specialist Lead; Kipp Entzel, Supervisor, Security and Safety; George Sproul, Manager, Facilities and Safety

Steve Oliver opened the meeting at 5:35 p.m.

Steve Oliver will not be at the next meeting which will be at Davies Library.

No additions or corrections to the agenda. There were no public comments.

REVIEW APPEALS OF BANNED PATRONS:

There have been letters of appeal received and questions were raised about how the Board is meant to deal with the letters.

Jennifer Mahin read the bans.

The first person banned acknowledged the behavior, reached out to the safety team and their privileges were reinstated. The question arose if the letter should be removed from the file since the patron originally contested the incident but agreed later that he was at fault.

Theresa Mehringer moved to leave the letter. Bill Shaw asked for recommendations from the staff. Safety staff would like it to stay on record. Liz Nichols seconded the motion. The vote carried to leave the letter in the file.

The second banned patron is still currently banned. This patron hit another (minor) patron. Police were called and did not arrest the patron, but a ban was agreed upon for safety. This 90-day ban will not be up until September. Natalie Palmer noted that policy was followed and feels that upholding the ban is reasonable.

Michele C. (public) argued against the ban, suggesting that the patron is autistic and was defending himself. The opinions of George Sproul and Kipp Entzel were solicited for their knowledge of security footage, which supports staff views.

Theresa Mehringer suggested that the board's position should not be fact finding but dealing with facts that are already in the file. Bill Shaw asked about further ways to support the individuals with these disabilities, or this patron when he returns to the library. Meeting with a Community Resource Specialist is suggested. Sally Daigle noted that she is concerned about the patron being away from their only social interactions for 90 days and whether there is the possibility of lessening the term of the ban. Kipp Entzel responded that the timeframe was chosen after consulting with the CRS team, with the knowledge this was a physical violence issue, and that the victim was a minor.

Theresa Mehringer moved to uphold the ban, Liz Nichols seconded and the motion was carried.

The third ban was due to a patron making 332 copies without paying.

Bill Shaw moved to support the staff ban recommendation. Theresa Mehringer seconded and the motion carried.

Theresa Mehringer asked about the appeal review process. She was curious why Michele C. came to speak at the board meeting rather than communicating through the branch. George Sproul replied that he had a discussion with her in the past and has tried to explain the footage, but she is basing her defense on

hearsay from her child. Oli Sanidas noted that the board meeting discussion is a higher appeal opportunity for the patron's mother.

Sally Daigle requested data about how time periods for bans are chosen and Kipp Entzel explained that the time was variable based on the severity of the offense. George Sproul noted that they do not take bans lightly and they discuss and consider both sides before choosing to apply a ban. Jennifer Mahin mentioned that the maximum time limit for a ban is one year without being approved first by the board.

Theresa Mehringer asked that if the choice was to approve or disapprove the ban, had the board stepped beyond their bounds in the meeting's conversations. Natalie Palmer explained the procedure for a patron appeal. Bill Shaw suggested that board members could choose to review the policy, which is the reason for review. Oli Sanidas stated that challenges are good in the sense that they lead to review and evaluation of procedures.

Kim Seter discussed safeguards and procedures for board review of patron bans. Liz Nichols asked whether Michele C. has further appeal review options since she said she would continue to fight this ban as she left. It was agreed that there are no further places to take the issue. Jessica Sidener noted the possibility of appealing to the media, and a potential need for the board to review public relations training. Theresa Mehringer led the conversation on monitoring Twitter for mentions of ALD.

APPROVAL OF MINUTES No. 808 AND No. 809: Steve Oliver moved to approve the minutes from the June 21, 2022 board meeting. Natalie Palmer noted a correction to her name on the third page; it should say "Natalie Palmer" rather than "Natalie Shaw." Sally Daigle moved and Liz Nichols seconded to approve the minutes with this correction.

For the July 19, 2022 special meeting, Bill Shaw corrected his opinion that the most important thing for the library is to define the most unique characteristics that the library has to offer for its focus and moved to approve with that correction. This motion was seconded by Liz Nichols and Theresa Mehringer and carried.

CONSENT AGENDA:

- A. Approval of the hiring of Michelle Reaux, Destany Kelly, Kaleigh Wossilek, Kelsey Reynolds, Lindsey Gallia, Beth Wood, Lydia Setzer, Julie Dykes, Jordan Allen, Kelsey Radomski, Ashley Keller, Allison Willey, Virginia Campbell, Brittany Cicchese, Aimee Sorensen, Marc Morton, Carlene Gianoglio

- B. Approval of the separation of Erin McBride, Victor Zamora, Victoria Kildeeva, Susan Malone, Aubrey Payne, Robert Heitzman, Tina Morrow, Ashley Sands, Toni Howes, Beth Clark, Eileen Wermerskirchen
- C. Approval of \$500,000 for a mobile event vehicle. This is a district-wide, multi-purpose vehicle that provides equity of access to various technologies and services for all age ranges. This vehicle will not be dedicated to one particular purpose or one technology. Instead, it provides space to host many types of events in the community, including a mobile makerspace, gaming, studio, computer classes, movie nights, tech demos, story times, and more.

Theresa Mehringer asked about the mobile event vehicle purchase. Cynthia Kiyotake answered that it will be a new vehicle, smaller than a bookmobile to allow it to be operated by a driver without a commercial driver's license. The goal is to be collaborative and out in the community. Multiple departments/teams would be able to use the vehicle. The requested amount had been increased in effort to make it more sustainable, preferably an electric vehicle.

Richard Lyda added that the original motivation is to augment services in different ways from the bookmobile, giving Makerspace or community services increased mobility. Theresa Mehringer asked about the technology and purposes of this smaller vehicle and how long it will take to build the vehicle. Richard answered that custom vehicles usually take approximately nine months. Sally Daigle asked about charging stations for potential electric vehicles. Byers currently has a charging station, but there was discussion about adding charging stations at the Admin Building, and Smoky Hill and Koelbel Libraries.

Sally Daigle mentioned that currently there are grants available for creating more charging stations for which ALD could apply.

Sally Daigle moved to approve the Consent Agenda as presented. Bill Shaw seconded, and the motion passed.

FINANCIALS: Jennifer Mahin reviewed the financials with the trustees.

Natalie Palmer moved to accept the Financials as presented. Liz Nichols seconded and the motion passed. Approval of the Financials means:

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

POLICIES:

- A. **COLLECTION DEVELOPMENT POLICY (second reading):** There were proposed changes to the policy.

- B. **RIGHT TO CHALLENGE MATERIALS POLICY (second reading):** There were many proposed changes to the policy.

Sally Daigle moved to approve both policies, Liz Nichols seconded, and both carried.

Bill Shaw asked if these policies contained principles developed by ALD or if they were developed outside the organization. Anthony White answered that they were created by the American Library Association and libraries are putting in more effort to uphold these policies. Bill Shaw asked about the phrasing of 'appeals to all patrons.' Oli Sanidas noted he would complete Bill Shaw's recommended phrasing amendment outside of the meeting. Sally moved to approve, Liz seconded, and motion was carried with the word change.

BOARD PRESIDENT REPORT: Steve Oliver asked to discuss the rule about trustees being unable to serve more than three consecutive terms, but have the ability to serve further terms that are not consecutive. Steve Oliver would like to review this policy to allow Katie Schroeder the ability to continue to serve additional terms as she is starting her third term. Theresa Mehringer would like to read the bylaw that addresses this, but is willing to consider removing term limits. This discussion was intended to begin consideration of the issue and will be added to the agenda for the October board meeting.

EXECUTIVE DIRECTOR REPORT: Oli Sanidas expressed his appreciation for the July Strategic Planning Process meeting and noted that the current status of the process is holding staff input sessions to gather data. Next month, there should be enough information collected to bring useful insights and suggestions to the board.

Oli also reported that the Eloise May Annex expansion is in its early stages but is moving forward.

LEGAL STATUS REPORT: Attorney Kim Seter reported that the Nicholson case has been settled.

Two years ago, the Family Medical Leave program was approved and would be automatically added to our state payments in January; however, there is an option for opting out, and this will be discussed before a decision is made. He noted that our current health offerings exceed the state requirements.

PRESENTATION: EQUITY PROJECT

Oli Sanidas introduced Monica Williams of the Equity Project, which has a long-standing partnership with ALD.

Monica explained the concept of the equity lens and shared how to get there. ALD has spent time in the awareness phase (Awareness/Capacity Building/Action) and is working toward converting the discoveries that have been made into action.

Equity is how ALD decides to operationalize these words. As ALD makes a shift toward equity, the services that are offered to the community should be evaluated, and it should be determined whether ALD strives to be Performative, Compliant, or Strategic:

- Performative is bare minimum.
- Compliance is following the law.
- Strategic is purposeful and planned.

ALD has already been changing policies and procedures to work toward equity, but the intent is to be able to name it. Equity requires identifying the barriers to equitable outcomes for everyone. All those visiting the library will have different barriers, whether they are educational, financial, or social. The intent is not for everyone to get the same treatment, but for everyone to have access to what they need.

Sally Daigle pointed out that the different branches of ALD serve very different communities, and that is an example of ALD's equity work. Bill Shaw circled back to the conversation earlier in the meeting about the patron with autism who had been banned and the desire to address it well without overreaching.

Monica Williams noted that an equity lens will help ALD with evaluating whether the policy works for all people or whether the policy should be changed. An equity lens is like a pair of glasses; one of the wonderful things about the first pair of glasses is the ability to see things that have been there the whole time but were previously invisible. The equity lens helps to see things with a new perspective. It helps organizations be more effective in everyday strategies, helping to expand views and perspectives. Every question may not be relevant for every decision. The goal is to pause decision making, to add in time to think in new ways, but not to stop it. It should operationalize equity and take into consideration both burden and benefit for some groups versus others. The Equity Lens Wheel of Power/Privilege was adapted from ccrweb.ca.

Oliver Sanidas explained that creating a lens will help with reviewing ALD's policies, its board members, its projects, its hiring methods, and even the patron bans. At first, it will be a constructed device, but ideally it will become like

muscle memory--something that is done without effort. Sally Daigle noted that the library needs to be safe, accessible, and equitable.

The beauty of equity work is it allows ALD to consider what it might be like for someone else. There has been work toward a customized lens for ALD. It is being created to help hold ALD accountable. Caroline Heinselman requested a copy of the slideshow. It will be sent to Oli Sanidas, copying Caroline Heinselman.

STRATEGIC PLAN REPORT:

Anthony White, Director of Innovation and Technology, highlighted the summer reading program and the fantastic group effort and collaboration that made it a successful promotion.

Bill Shaw pointed out that circulation numbers seem to be rebounding after COVID. Anthony agreed but noted they are still only 60% of what they were in 2019. Digital circulation has continued to soar, however, and ALD is having trouble keeping up. Sally Daigle asked about after school plans and Cynthia Kiyotake responded that there are multiple programs being put into place.

There being no further business, Steve Oliver moved to adjourn, and Sally Daigle seconded.

Steve Oliver adjourned the meeting at 7:47 p.m.

Sep 22, 2022

Date Approved

Bill Shaw

[Bill Shaw \(Sep 22, 2022 13:34 MDT\)](#)

Bill Shaw, Secretary

August 16, 2022 board minutes_TO BE SIGNED

Final Audit Report

2022-09-22

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