
ARAPAHOE LIBRARY DISTRICT

MEETING OF THE BOARD OF TRUSTEES

September 19, 2023

Kelver Library
585 S Main St
Byers, CO

MEMBERS PRESENT: Bill Shaw, Scott Bodfish, Theresa Mehringer, Sally Daigle

MEMBERS ABSENT: Steve Oliver, Katie Schroeder, Liz Nichols

PUBLIC:

OTHERS ATTENDING: Beth Dauer, Attorney

STAFF PRESENT: Oli Sanidas, Executive Director; Marie Greene, Executive Assistant; Jennifer Mahin, Director of Finance; Linda Speas, Director of Library Operations; Jessica Sidener, Director of Strategic Marketing and Community Relations; Anthony White, Director of Innovation and Technology; Caroline Heinselman, Director of People Services; Kim Collie, Director of the Project Management Office; Cynthia Kiyotake, Associate Director of Library Operations; Josh Mote, Library Supervisor; Mollie Lancaster, Collection Librarian; Hayley Presley, Supporting Library Specialist Lead

Theresa Mehringer opened the meeting at 6:45 p.m.

Anthony White added the following to the consent agenda:

Approval of an additional \$42,619.55 to Comcast, an increase from the initially approved amount of \$106,800 to \$147,319.31. This increase will be funded through our regular IT budget and is a result of reduced eRate rebates for internet services.

Theresa opened the meeting to public comment. There was no public comment.

APPROVAL OF MINUTES No. 831: Sally Daigle moved to approve the minutes from the August 15, 2023 board meeting. Scott Bodfish seconded and the motion passed.

CONSENT AGENDA:

- A. Approval of \$400,000.00 for Denver Commercial Property Services for snow removal services for October 2023 to April 2024.
- B. Approval of an additional \$136,950 for Nine Dot Arts for additional artwork projects that include artwork for Administration Building Remodel, Davies Library and other curated artwork needs throughout the district. The Board has previously approved \$190,000.
- C. Approval of an additional \$250,000 for the mobile event vehicle. The board previously approved \$500,000. The district completed the request for proposal (RFP) process. We received several options for the vehicle and would like the board to approval a budget of not to exceed \$750,000. The additional options include safety technology, alarm systems, and hybrid technology.
- D. Approval of an additional \$42,619.55 to Comcast, an increase from the initially approved amount of \$106,800 to \$147,319.31. This increase will be funded through our regular IT budget and is a result of reduced eRate rebates for internet services.

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

Scott Bodfish asked why the amount for the mobile vehicle went up after the RFP process. Jennifer Mahin explained that through the RFP process, there were multiple options received, one of which came in under the initially approved estimated \$500,000.00 budget, but there was a desirable option with additional safety features and hybrid technology, which is why the library is asking for the increase in budget.

FINANCIALS: Jennifer Mahin reviewed the financials with the trustees.

Sally Daigle moved to accept the Financials as presented. Scott Bodfish 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. Capital Asset Policy (second reading):

Jennifer reminded the board that the change to the policy reflects the ability to change the length of time that is considered “useful life” for some assets, for example software.

Bill Shaw moved and Sally Daigle seconded to approve the Capital Asset Policy – the motion passed.

B. Right to Challenge Materials Policy (first reading)

Anthony White explained that there is a trend happening where some activist groups around the country are submitting a lot of challenges to overwhelm the library's ability to review and respond within the timeframe outlined in their policy. The proposed changes are proactive steps to avoid ALD being overwhelmed by these tactics. Theresa Mehringer asked whether ALD should consider extending the proposed length of time for rechallenges by a patron from the proposed one year. The board decided to stick with one calendar year and revisit it in the future if ALD receives repeated challenges each year from one patron.

Anthony noted that the proposed changes were drafted after much consideration and due diligence. The intent is to curtail the trend that has been happening around the country, but not compromise a patron's rights to challenge materials or the due process of the challenge.

Sally Daigle recommended extending the proposed timeframe based on her experience on school boards. She witnessed some groups overwhelm the board with CORA requests, which can shut down a small town with limited resources. Anthony noted that other library district policies have been using one year, and the board agreed that ALD will use one year.

C. Core Values of Librarianship Policy (first reading)

Cynthia Kiyotake explained that the value of Sustainability was added to this policy by ALA in 2019 and ALD is proposing it be added to their policy.

Due to the absence of three board members, the Right to Challenge Materials policy and Core Values of Librarianship Policy will be tabled for a second reading.

BOARD PRESIDENT REPORT: Katie Schroeder was not present at the meeting due to illness.

EXECUTIVE DIRECTOR REPORT: Oli Sanidas reported that next month's board meeting will include the presentation of the draft budget and strategic plan. Because the strategic plan for 2024 will not change from the 2023 plan, that portion of the presentation will be brief.

Scott Bodfish asked about the PR agency that was hired and mentioned in Oli's report. Jessica Sidener, Director of Strategic Marketing and Community Relations explained that ALD was looking for assistance with crisis communications, which is the specialty of M&C Communications, the agency hired. The board will be invited to work with the PR agency.

Oli also noted that proposition HH will have a significant impact on ALD's budget. Oli will include salary and benefit changes for the 2024 budget, which will likely take the bulk of the Q&A time during the October board meeting.

STRATEGIC GOALS DISCUSSION: Jessica Sidener, Director of Strategic Marketing and Community Relations, noted that the 2024 strategic plan is not changing from 2023 and the focus for 2024 will be on the goals of the plan. The strategic goals will be shared by the entire organization. The clearer the goals are, the more it will inform where time is spent. The development of the goals will be led by the executive team. Staff involvement is very important to leadership, so there will be three separate phases that include employee involvement, which will allow more employees to get involved.

Jessica mentioned she has been working with Katie Schroeder on how to involve the board in the process. A survey of the board was conducted, then Liz Nichols met with the director team in July to review the results of the survey.

There was discussion about the board's role in the process of developing the plan. It was agreed that the board's role is to ensure ALD is following the mission of the organization, the executive team's role is to create the strategy, and it's the role of the staff to determine the "how" in achieving the strategic goals and objectives.

At the November retreat, the board will discuss their involvement in the 2024 goal development.

LEGAL STATUS REPORT: Attorney Beth Dauer reported that there is forward progress with the City of Glendale on the IGA. There will be a city council meeting in October where final authorization of relocating the collection to City Hall will be determined.

STRATEGIC PLAN REPORT: Jennifer Mahin, Director of Finance, highlighted the Homework Help pilot program at Sheridan Library that began in August and will continue until late October.

PRESENTATION: SMART CITIES: Anthony White, Director of Innovation and Technology, introduced Tyler Svitak, Executive Director of the Colorado Smart Cities Alliance.

ALD has been working with Colorado Smart Cities Alliance for about four years. Smart Cities' work is focused on how current technologies are changing cities and infrastructures in the future and they help connect governments with innovation and technology to find new solutions to problems. Smart Cities members are using technology as solutions for mobility, data, civic engagement and connectivity, utilities, public safety and housing.

Smart Cities Alliance has been working with ALD on a program called Connected Colorado Challenge, which works to increase accessibility and inclusivity of public spaces and platforms, improves the safety, convenience or comfort of active mobility within a community, and increases the safety of public spaces through preventative and protective measures. There are 12 partners in Colorado involved in the challenge, including ALD. The challenge is to find innovative potential solutions that would cost no more than \$25,000.00. One example of a proposed project is a robotic snowplow to help keep streets clear. Greeley will be piloting the project this winter. Seventy-five program applications have been received, which will be evaluated and winners announced later this year.

There being no further business, Sally Daigle moved to adjourn, Bill Shaw seconded and Theresa Mehringer adjourned at 8:34 pm.

Oct 23, 2023

Date Approved



[Liz Nichols \(Oct 23, 2023 15:51 MDT\)](#)

Liz Nichols, Secretary

September 19, 2023 board minutes_TO BE SIGNED

Final Audit Report

2023-10-23

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