
ARAPAHOE LIBRARY DISTRICT

MEETING OF THE BOARD OF TRUSTEES

October 15, 2024

Smoky Hill Library
5430 S Biscay Circle
Centennial, CO

MEMBERS PRESENT: Scott Bodfish, Steve Oliver, Katie Schroeder (virtual), Theresa Mehringer

MEMBERS ABSENT: Bill Shaw, Liz Nichols, Sally Daigle

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; Cynthia Kiyotake, Associate Director of Library Operations; Caroline Heinselman, Director of People Services; Anthony White, Director of Innovation and Technology; Jessica Sidener, Director of Strategic Marketing and Community Relations (virtual); Mollie Lancaster, Collection Librarian; Jonathan Hamilton, Safety Specialist; Paula Langsam, Library Manager

Theresa Mehringer opened the meeting at 5:38 p.m.

Theresa opened the meeting to public comment by reading the Guidelines for Public Introductions and Comment:

Thank you for attending this meeting of the Arapahoe Library District Board of Trustees. We appreciate your interest. It is the policy of the Board to invite audience participation during the public comment portion of the agenda set aside for this purpose.

1. If you wish to speak, please sign your name and address on the sign-in sheet.
2. You may take up to five minutes to make your comments. (This time constraint may be modified by the Board President to be less than five minutes if there are a number of persons wishing to speak.)

3. We will take up to 10 minutes for public comment at the beginning of the meeting. If there are more comments, we will provide additional time at the end of the meeting for an additional 30 minutes.
4. The Trustees will not be able to engage in dialogue with you, but they will make sure that you are contacted at a later time to answer any questions you may have.
5. If you have not already been introduced to the Board, please state your name and address before you begin.
6. We thank you for coming to this meeting and for your interest in the Arapahoe Library District.

There was no public comment.

APPROVAL OF MINUTES No. 847: Scott Bodfish moved to approve the minutes from the September 17, 2024 regular board meeting. Steve Oliver seconded and the motion passed.

PRELIMINARY 2025 BUDGET: Oli Sanidas asked the board if they had any questions on the draft of the budget included in the board packet. Scott Bodfish asked how the total of the salary budget is lower when Jennifer Mahin notated that salaries in 2025 will be increasing. Jennifer responded that the salaries were compared to the 2024 actuals budget, rather than the 2024 projected budget, which was created with the assumption of being fully staffed.

Oli explained that ALD is not recommending reducing the mill levy again in 2025 due to the uncertainty caused by recent legislation. Beth Dauer added that the legislature has changed several things that have impacted ALD over the past few years, so therefore she does not recommend another mill levy reduction at this time. Oli recommends that the board review the mill levy every year.

Theresa Mehringer asked about the fund balance and Jennifer highlighted where to find those numbers at the bottom of the district summary page. Jennifer noted that the teams worked hard to budget more precisely for the 2025 budget.

Steve Oliver stated that he, like Theresa, also has been concerned about the growing fund balance the past few years. He said he's ok with the attitude that ALD leadership is taking about choosing to not recommend reducing the mill levy again at this time due to the uncertainty created by recent legislation. Theresa added that ALD will likely spend down the fund balance next year with the capital projects, so she agrees that not reducing the mill levy right now is a good idea. That will also allow time to see how much of the fund balance is spent next year and what the legislature does in the future.

CONSENT AGENDA:

- A. The approval of Haynes Mechanical for HVAC maintenance and associated services, contract 2025-2029 (5 Years) + option for up to two 1-year extensions, not to exceed 7 years. Total five-year contract value \$1,028,686 subject to annual appropriations.

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

FINANCIALS: Jennifer Mahin reviewed the financials with the trustees.

Steve Oliver 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
- Utilization of Purchasing Cooperatives: When operationally advantageous, the District utilizes purchasing cooperatives to leverage the benefits of contracts that are able to be bid on a national scale, have been negotiated specifically for government entities, and the pricing advantages that come with economies of scale. Each cooperative offers a unique contract portfolio for members to leverage. We received board approval for Sourcewell at the May meeting, and while we are currently using Omnia, it still requires board approval. Additionally, we would like the board to approve the addition of Equalis to our portfolio to further expand our available vendor pool and contracting options.

Scott Bodfish moved to approve item 8C, the Utilization of Purchasing Cooperatives. Steve Oliver seconded and the motion passed.

BOARD PRESIDENT REPORT: Katie Schroeder asked Scott Bodfish if he would like to report on the data meeting that he and Liz Nichols attended. Scott explained that the meeting was facilitated by Anthony White, Director of Innovation and Technology, and his team, and was intended to collect feedback from the board about the kind of data they would like to have tracked.

Scott Bodfish announced that he is planning to move to Atlanta, Georgia to be close to family. He does not yet have a timeline for his move.

EXECUTIVE DIRECTOR REPORT: Oli Sanidas reported that he and Katie Schroeder discussed the strategic plan in relation to data and establishing baselines. One data point that he would like to track is touchpoints with patrons, which may include patron visits, virtual touch points, website visits, etc. Once the baseline is

established and the data is being collected, the board can use that data for decision making. Anthony White, Director of Innovation and Technology, showed some data points and graphs to the board and stated that the plan is to have a website where the board can log in and see the data at their leisure. He added that this project will help make important distinctions for the data being collected, as well as help decipher demographic data, including who ALD is not reaching in the community and whether the increase in the activity data is due to the growing population in our community or whether the same patrons are using the library more. Scott added that it would be impactful if ALD leadership would report data tracking highlights and interpretations to the board at the regular board meetings.

Oli also highlighted the ALD all-staff day in early October. Attendance was not as high as leadership would have liked, but that was due to several factors, some of which were identified too late. It was a full day event where Oli gave a state of ALD speech, the contractor presented the results of a staff survey and there were breakout sessions and a keynote speaker.

Oli reported that he and Anthony White attended the Dent the Future conference, where they demonstrated the use of air-gapped secure AI, where AI that is not connected to the internet can be used so proprietary data is secure. Oli and Anthony are going to demonstrate it again at the Smart Cities conference in Barcelona in a few weeks.

LEGAL STATUS REPORT: Attorney Beth Dauer reported about the property tax legislation that will take effect in 2025 and begin being collected in 2026. The result is that ALD does not yet know what the residential property tax assessment rate will be. That number will be based on what the statewide actual value change will be. There will also be a property tax limit of 10.5% over the two-year assessment period.

STRATEGIC PLAN REPORT: Linda Speas, Director of Library Operations, highlighted the Koelbel Library book sale that took place in September. The volunteers worked very hard all year long to prepare. \$60,000 was raised this year and the sale was featured on CBS Colorado.

Scott Bodfish asked about the number of Friends memberships that were initiated at the book sale. Jessica Sidener, Director of Strategic Marketing and Community Relations, said she did not have that number offhand, but would report back to the board.

There being no further business, Steve Oliver moved to adjourn, Scott Bodfish seconded and the meeting was adjourned at 6:45 pm.

Nov 19, 2024

Date Approved

Liz Nichols

Liz Nichols (Nov 21, 2024 12:38 MST)

Liz Nichols, Secretary






October 15, 2024 board minutes_TO BE SIGNED

Final Audit Report

2024-11-21

Created:	2024-11-21
By:	Marie Greene (mgreene@ald.lib.co.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAsON9t1rmHoM5slGqX3ydVZ6bhVY9-J7E

"October 15, 2024 board minutes_TO BE SIGNED" History

-  Document created by Marie Greene (mgreene@ald.lib.co.us)
2024-11-21 - 7:28:48 PM GMT
-  Document emailed to Liz Nichols (lhpiazza@gmail.com) for signature
2024-11-21 - 7:28:57 PM GMT
-  Email viewed by Liz Nichols (lhpiazza@gmail.com)
2024-11-21 - 7:37:46 PM GMT
-  Document e-signed by Liz Nichols (lhpiazza@gmail.com)
Signature Date: 2024-11-21 - 7:38:09 PM GMT - Time Source: server
-  Agreement completed.
2024-11-21 - 7:38:09 PM GMT