
ARAPAHOE LIBRARY DISTRICT

MEETING OF THE BOARD OF TRUSTEES

February 18, 2025

Koelbel Library
5955 S Holly St
Centennial, CO

MEMBERS PRESENT: Bill Shaw, Theresa Mehringer, Steve Oliver, Liz Nichols, Katie Schroeder, Sally Daigle

MEMBERS ABSENT:

PUBLIC: Ann Roman

OTHERS ATTENDING: Beth Dauer, Attorney; Courtney Intara, Attorney

STAFF PRESENT: Oli Sanidas, Executive Director; Marie Greene, Executive Assistant; Jennifer Mahin, Finance, Facilities and Safety Director; Linda Speas, Director of Library Operations; Caroline Heinselman, Director of People Services; Anthony White, Director of Innovation and Technology; Jessica Sidener, Director of Marketing Strategy and Community Relations; Ginger Mattson, Marketing and Website Manager; Cameron Bowen, Supervisor, Projects, Fleet & Courier Services; Mollie Lancaster, Collection Librarian; Mo Kahn, Assistant Supervisor, Safety Security; Stephanie Alderton, Teen Reference Librarian

Katie Schroeder opened the meeting at 5:47 p.m.

Katie 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.

Patron Ann Roman spoke to the board and shared her experience at the end of her volunteer service with ALD. She stated that she began volunteering in June of 2022 and was proud of her work as a volunteer. She said that she was troubled by some problems between the Friends of ALD and ALD staff. A Memorandum of Understanding (MOU) was sent to the Friends that outlined changes that were being made, including reducing the number of book sales, closing one of the bookstores and dissolving the Friends Board. She felt that these changes were not made in a collaborative or respectful manner. In order to understand the reasons for these changes, she researched the ALD website with little success. Then she sent a couple of emails with her questions, but did not receive a response. She had received information that the amount of resources donated by ALD staff exceeded the money raised by the Friends, which was a factor for the changes, but she could not find any more information about it when searching the ALD website. Ann requested answers to several questions, including whether book donations would still be accepted, whether paid staff or volunteers would be sorting them, about the status of the Friends and the status of the MOU. She also pointed out some incorrect information she found on the ALD website, like a phone number that did not identify whose voicemail it went to and that there was a link to a special meeting of the board that did not work. She also was unable to find email contact information for the board. She asked that the board review the situation that led to the resignation of many volunteers.

APPROVAL OF MINUTES Nos. 852 and 853: Theresa Mehringer noted that Scott Bodfish's name should be removed from the January regular meeting minutes since his last meeting was in December. Bill Shaw moved to approve the minutes from the January 21, 2025 regular board meeting with that proposed change, and the February 4, 2025 special meeting of the board. Sally Daigle seconded and the motion passed.

RATIFY AGREEMENTS APPROVED AT THE FEBRUARY 4, 2025 SPECIAL MEETING OF THE BOARD:

- A. Subdivision Improvement Agreement
- B. Operations and Maintenance (OM) Agreement
- C. Uniform Easement Deed and Revocable Storm Drainage License Agreement

Liz Nichols moved to approve the ratification of the agreements from the special meeting of the board and the motion passed unanimously.

CONSENT AGENDA:

- A. Approval to spend an estimated \$2.5MM with Haynes Mechanical Systems, our approved Mechanical contractor, in 2025. In addition to maintenance and contractual work previously communicated of \$225,000, the following new projects are proposed for 2025:
 - i. Estimated spending of up to \$1,300,000 to replace the rooftop units at Koelbel and upgrade some of the interior HVAC infrastructure. The rooftop units are approaching the end of their capital life cycle, and the maintenance costs to keep them running are increasing.
 - ii. Estimated spending of up to \$950,000 to replace the rooftop unit and redesign the interior HVAC system at Southglenn, to better meet the needs of patrons and staff.
- B. Approval to spend an estimated \$486,720 with Mile High Elevator, our approved elevator maintenance vendor, in 2025. In addition to maintenance and contractual work previously communicated of \$136,720, the following new project is proposed for 2025:
 - i. Estimated spending of up to \$350,000 to modernize both elevators at the Koelbel library. Due to the age of the current equipment, we can no longer maintain the units or locate replacement parts if something was to fail.
- C. Approval of a new lease with BPT II Arapahoe, LLC/Rising Realty Partners for additional storage and prep space for Events. The lease term is 62 months, commencing February 1, 2025. Total lease payments will be \$542,330 over the life of the lease. This amount does not include ALD's pro rata share of operating costs, which have not been clarified at this time.
- D. Approval of the contractual amount of \$1,010,690 with Studiotrope Design Collective for Architectural services related to the Eloise May Annex project. The amount to be spent in 2025 will not exceed \$750,000, and is included in the overall \$5MM Eloise May Annex Design and Construction budget previously approved.
- E. Approval of estimated spending of \$120,000 in 2025 with Konica/Minolta for new printers/copiers. Both monthly lease and supplies and maintenance are being added to Konica where they had been split

between 2 vendors in the past, and thus under the Board threshold. The multi-year Konica contract was previously approved.

- F. Approval of an estimated spending of \$174,566.50 in 2025 with Oz Architecture, Inc, our Administrative Building Architect. We previously communicated that we would spend more in 2024 than we did, and thus 2025 spending was initially under the Board threshold. With delays, the costs have shifted to 2025.

Liz Nichols moved to approve the Consent Agenda as presented. Katie Schroeder seconded, and the motion passed.

Bill Shaw inquired about who should be responsible for the cost to repair/replace the HVAC unit at Southglenn when ALD does not own the building. Jennifer Mahin responded that it is not clear in the lease agreement. Oli Sanidas added that there are some other expenses ALD is responsible for, like maintenance on the elevator, so the cost outlined in the consent agenda item is not beyond the pale for ALD to be responsible for this expense. Theresa Mehringer noted for clarification that the approval for the expense would be if it is determined that the expense is ALD's responsibility.

FINANCIALS: Jennifer Mahin reviewed the financials with the trustees.

Bill Shaw 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

BOARD PRESIDENT REPORT: Katie Schroeder reported that she sent the ALA conference information to the board in case any board members are interested in attending. She also announced that 13 eligible candidates have submitted applications so far for the vacant board position.

EXECUTIVE DIRECTOR REPORT: Oli Sanidas reported that he spoke at the rotary meeting of which Bill Shaw is a member. Bill stated that he got good feedback on Oli's presentation.

Oli noted that there is a data sheet included in the board packet showing touchpoints that ALD is tracking.

Oli reported that he has been receiving email notifications of legislative updates related to libraries. There is a bill on intellectual freedom that is currently progressing. There is a second bill that is related to protecting minors from links to pornographic ads that are embedded in some databases. The Colorado Association of Libraries opposes the bill. He noted that the statistic for

pornographic links is very small and if the bill passes, it would also limit access to other resource links in the databases.

Theresa Mehringer asked for clarification on the Z score normalization method. Anthony White responded that it's a method to compare data to relevant numbers and is relative to itself.

LEGAL STATUS REPORT: Attorney Beth Dauer reported that the CORA bill is still alive and if passed it will be very helpful to ALD. It will include some provisions that will require some information to be paid for, like vendors seeking information on winning/losing bids for work with ALD. The bill also extends the timeline to provide the information and includes the ability to further extend the timeline for extenuating circumstances.

Theresa Mehringer asked Beth following up on previous board discussions about the rules for mill levy reductions. Beth responded that it has been determined that the lookback can be to any year and if the board elects to reduce the mill levy, it will not tie their hands for future mill levies. Beth noted that this topic would be a good agenda item to discuss at the June board meeting.

STRATEGIC PLAN REPORT: Jennifer Mahin, Finance, Facilities and Safety Director, highlighted that ALD's language services program has grown over 270% over the past two years.

She highlighted the plans for opening the branches earlier during extreme weather and also mentioned the new partners participating the Exploration Pass program.

OTHER BUSINESS: No other business was brought before the Board.


Sally Daigle made a motion for the Board to enter into executive session pursuant to C.R.S. § 24-6-402(4)(b) & (f) for the purpose of receiving legal advice concerning employee dress code matters.

Katie Schroeder seconded and the meeting entered into executive session at 6:54 pm.

The board resumed the regular meeting at 8:01 pm and the meeting adjourned at 8:02 pm.

Mar 21, 2025

Date Approved


Liz Nichols (Mar 21, 2025 18:50 MDT)

Liz Nichols, Secretary






02.18.2025 Draft Meeting Minutes

Final Audit Report

2025-03-22

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