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## ARAPAHOE LIBRARY DISTRICT

### MEETING OF THE BOARD OF TRUSTEES

August 19, 2025

Smoky Hill Library  
5430 S Biscay Cir  
Centennial, CO

**MEMBERS PRESENT:** Bill Shaw, Theresa Mehringer, Steve Oliver, Liz Nichols, Katie Schroeder, Sarah Grazier

**MEMBERS ABSENT:** Sally Daigle

**PUBLIC:** None

**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; Kim Collie, Director of the Project Management Office (virtual); Jessica Sidener, Director of Marketing Strategy and Community Relations; Lindsay Heinzerling, Associate Director of Library Operations; Paula Langsam, Library Manager; Stephanie Alderton, Teen Reference Librarian; Becca Graves, Technology Specialist

Katie Schroeder opened the meeting at 5:51 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.

**APPROVAL OF MINUTES No. 863:** Liz Nichols moved to approve the minutes from the June 17, 2025 regular board meeting, Bill Shaw seconded and the motion passed

**CONSENT AGENDA:**

- A. Approval of an estimated annual expenditure not to exceed \$455,000 for a leased space that includes both office and warehouse space. This location will serve as a base for the Resource and Access Department (RAD) and other teams, providing workspace as well as storage for ALD's large vehicles, including the Bookmobile and the Rover, along with other operational items. For additional background and context, please refer to the Executive Director's report.
- B. Approval of a total 2025 estimated spend of \$142,000 with BiblioCommons. We previously communicated \$120,000, but are incurring additional costs as we shifted our vendor to BiblioCommons to consolidate patron notifications to a centralized platform.
- C. Approval of a total 2025 estimated spend of \$256,000 with Zurich North America Insurance. This is for Commercial, Auto and Umbrella coverage, that were originally quoted as part of our Brown and Brown spending, but are being billed directly from the provider. Brown and Brown's estimate decreases proportionately.
- D. Approval of a total 2025 estimated spend of \$350,000 with CDW Government on PC purchases. We previously communicated \$260,000, but have additional equipment needs due to the Administrative Building (The Space) remodel and infrastructure replacements.
- E. Approval of a total estimated spend of \$574,000 with Voya Financial. These represent Retirement contributions, originally quoted as part of the OneAmerica number. One America is being purchased by Voya Financial, thus the OneAmerica spending will decrease proportionately.

- F. Approval of \$40,000 to the Colorado Smart Cities Alliance to facilitate the 2026 Library Innovation Challenge process for Arapahoe Libraries.

Bill Shaw moved to approve the consent agenda as presented. Liz Nichols seconded and the motion passed.

Theresa Mehringer asked about the leased space referred to in item 6A. Oli Sanidas provided background for the leased space and how the current construction projects will not be able to accommodate the storage of ALD's large fleet vehicles or housing the staff who were initially planned to be at the May Annex until the design of the project brought to light some limitations. The May Annex space that was going to be used for the fleet and staff is being redesigned to provide more space dedicated to the patrons and flexible use space. Oli also mentioned that prices to lease existing commercial space are in ALD's favor right now and much lower than it would be to build. Staff from multiple departments are excited about the potential that the leased space offers. ALD is asking the board to approve the cost of the lease so that ALD can move forward with negotiating the lease. Attorney Beth Dauer stated that once the lease has been negotiated, she will include it in her report at a future board meeting. Jessica Sidener added that having the garage for the fleet vehicles at the May Annex limits the use of that space as well as limits ALD's ability to house vehicles that may be added in the future. In addition, had the garage for the vehicles been built at the May Annex, the costs would be extensive to retrofit that space into space that is usable to the public in the event ALD reduces its fleet.

**FINANCIALS:** Jennifer Mahin reviewed the financials with the trustees.

Bill Shaw 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. Law Enforcement Requests for Information Policy

Attorney Beth Dauer explained that this proposed policy became necessary due to the new law SB25-276 that went into effect in May 2025. This new policy must be in effect by September 1<sup>st</sup>. This policy addresses both access of patron information by law enforcement as well as existing library privacy law.

Beth also noted that since there is one board member absent, the process of going to a second reading would need to be modified due to the requirement

that this policy go into effect September 1st. The board voted and approved that change to the process.

Bill Shaw moved to approve the policy as presented, Katie Schroeder seconded and the motion passed.

## B. CORA

Oli Sanidas noted the only change to the policy is the increase to the pricing. Liz Nichols moved to approve the policy as presented, Theresa Mehringer seconded and the motion passed.

**INTERGOVERNMENTAL AGREEMENT ESTABLISHING THE PROCESS FOR APPOINTMENT OF LIBRARY DISTRICT TRUSTEES:** Attorney Beth Dauer explained that there are some minor changes to this IGA that differ from ALD's previous IGA with the board of county commissioners, most notably that the term of the agreement will be five years.

Beth Dauer noted that since the board approved the revisions to the IGA at a previous meeting, there is no need to take any action this evening.

**AMENDED STANDING RULES OF THE FRIENDS OF ARAPAHOE LIBRARIES:** Theresa Mehringer asked why the Friends of Arapahoe Libraries committee would have the authority to amend the standing rules rather than the Friends Foundation. Jessica Sidener explained that any amendments to the standing rules would need to be approved by the Friends Foundation, but allowing the committee to amend the standing rules is a collaborative way to make changes. Theresa asked if amendments should be voted upon by the Friends since the standing rules are not just for the committee. Jessica noted that the standing rules should be for the committee and not for the entire Friends organization and that a revision to the document will be made to clarify that. Katie Schroeder asked if the Friends Foundation board should be the governing body that approves the standing rules rather than the ALD Board of Trustees. Attorney Beth Dauer added that the intent of bringing the rules to the ALD board is to establish that the Friends Foundation is a separate 501(c)(3) organization that supports Arapahoe Library District. Beth also noted she will look further into whether the ALD board should have a role in approving amendments to the standing rules from a tax perspective. Katie suggested that it be stated in the standing rules that the role of the Friends committee is to support the strategy and mission of Arapahoe Library District.

**BOARD PRESIDENT REPORT:** Katie Schroeder welcomed Sarah Grazier to her first meeting with the ALD Board.

Katie reported that she attended the literacy presentation.

**EXECUTIVE DIRECTOR REPORT:** Oli Sanidas reported that the ALD board will have ALD email addresses to conduct official board business rather than using their personal email addresses. Attorney Beth Dauer explained that it's much cleaner from a CORA perspective to use ALD email addresses, and it is standard practice for other library districts. The email addresses will not be accessible to the public.

Oli also reported that the CAL Legislative committee is exploring making IGA agreements between library districts and their respective board of county commissioners signed into law. This is in response to legislative movements to require library district board members to be elected. Beth noted that she will be in attendance at the CAL conference.

**LEGAL STATUS REPORT:** Attorney Beth Dauer reported that everything in the legal status report has already been discussed.

**STRATEGIC PLAN AND DATA REPORT:** Anthony White, Director of Innovation and Technology, highlighted some data points on the state of the ALD collection, including information about the cost models for the digital collection. The collection team made an attempt to identify ALD's cost for the digital collection versus physical collection. There was discussion speculating what will happen in the future with digital collection costs. Anthony noted that Amazon has entered the market and has been signing quite a few exclusivity agreements that have impacted access to materials by libraries.

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

Liz Nichols moved to adjourn, Bill Shaw seconded and the meeting was adjourned at 7:35 pm.

Sep 18, 2025

Date Approved

*Liz Nichols*

Liz Nichols (Sep 18, 2025 11:44:56 MDT)

Liz Nichols, Secretary






# August 19, 2025 Meeting Minutes\_TO BE SIGNED

Final Audit Report

2025-09-18

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