
ARAPAHOE LIBRARY DISTRICT

MEETING OF THE BOARD OF TRUSTEES

October 21, 2025

Sheridan Library
3425 W Oxford Ave
Denver, CO

MEMBERS PRESENT: Bill Shaw, Theresa Mehringer, Steve Oliver, Liz Nichols, Katie Schroeder, Sally Daigle, Sarah Grazier (virtual)

MEMBERS ABSENT:

PUBLIC: None

OTHERS ATTENDING: Beth Dauer, 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; Lindsay Heinzerling, Associate Director of Library Operations; Kipp Entzel, Safety Manager; Melissa Depper, CFLS Manager; Mollie Lancaster, Collection Development Librarian

Katie Schroeder opened the meeting at 5:49 p.m.

Oli Sanidas added item D to the consent agenda, which reads: Approval of a total estimated annual cost of \$534,765 for the Creekside Centennial lease. This leased space includes both office and warehouse areas and will serve as a base for the Resource and Access Department (RAD) and other teams. The facility will provide workspace and storage for Arapahoe Libraries' large vehicles, including the Bookmobile and the Rover, as well as other operational equipment and materials.

The Board previously approved \$455,000 for a 16,287-square-foot space. The updated amount of \$534,765 reflects an expanded 23,150-square-foot space, representing an increase of \$79,765. This higher cost accounts for the additional square footage.

The total includes tax expenses; however, as Arapahoe Libraries is tax-exempt, the final cost is expected to be lower than the stated amount.

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. 866: Liz Nichols moved to approve the minutes from the September 16, 2025 regular meeting of the board. Sarah Grazier noted a typo on the consent agenda – a zero was missing from an amount in item B. Katie Schroeder seconded the motion with the corrected typo and the motion passed.

PRELIMINARY 2026 BUDGET: Oli noted that there is no strategic plan report included with the draft of the budget because the plan will not change in 2026. Katie Schroeder asked if ALD will be tracking data for the strategic plan. Oli responded that ALD had already begun tracking data in 2025 so the data collected in 2026 will be able to be measured and compared to the data from 2025.

Jennifer Mahin reviewed the draft of the preliminary 2026 budget with the board. She noted that it's possible that ALD will spend down the fund balance in 2025 based on projections and may also spend down the fund balance in 2026 as well. The bulk of the construction expenses for the May Annex project will be

paid in 2027. She noted that the numbers in the report are a draft and will likely change before the budget is finalized in November. She also noted that the budget for the 2026 projects is based on what ALD estimates can get done based on the staff's workload capacity.

Katie Schroeder asked about the change to the staffing numbers. Oli explained that he is reviewing a proposal for added staffing. He and Jennifer intend to keep salaries and staff-related costs within a certain percentage range of the budget and the cost for the proposed staffing additions would still be within that desired percentage.

Bill Shaw asked about accounting for an increase of electronic materials. Jennifer responded that the budget is projected to be increased by approximately 11% and is accounted for in the databases section of the budget.

CONSENT AGENDA:

- A. Approval of BTP Arapahoe Corp Park - Not to exceed \$136,941 for Lease and CAM. Original BOT guidance of \$115,497.18 for 2025 did not include First month and Security Deposit.
- B. Approval of \$140,000 for Kennerly Construction to complete three small construction projects at Koelbel.
- C. Approval of an estimate \$636,000 spending with Amazon for miscellaneous purchases to facilitate the operations of the organization including office supplies and equipment for 2025. The board's prior approval was for \$485,995. The current total reflects an increase of \$150,005.
- D. Approval of a total estimated annual cost of \$534,765 for the Creekside Centennial lease. This leased space includes both office and warehouse areas and will serve as a base for the Resource and Access Department (RAD) and other teams. The facility will provide workspace and storage for Arapahoe Libraries' large vehicles, including the Bookmobile and the Rover, as well as other operational equipment and materials. The Board previously approved \$455,000 for a 16,287-square-foot space. The updated amount of \$534,765 reflects an expanded 23,150-square-foot space, representing an increase of \$79,765. This higher cost accounts for the additional square footage. The total includes tax expenses; however, as Arapahoe Libraries is tax-exempt, the final cost is expected to be lower than the stated amount.

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

FINANCIALS: Jennifer Mahin reviewed the financials with the trustees.

Liz Nichols 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 Banned Book Week at the local elementary school was rowdy and there were a lot of tears when a simulation was presented of the shelves of books that would not be available to be checked out.

Sally Daigle asked if someone from ALD might be interested in filling some of the open spots on the local Sheridan boards as a community representative. Linda Speas noted that ALD agrees that is an important role and she hopes an ALD representative will be able to fill that role in the future, but she noted that currently Sheridan Library and May Libraries are both short a supervisor; once those positions are filled it is hoped that someone may be able to help out as a community representative.

Steve Oliver announced that his third term ends in February 2026 and although he is eligible to serve one more term, he has decided not to seek a fourth term on the ALD board. His last meeting will be the January board meeting.

EXECUTIVE DIRECTOR REPORT: Oli Sanidas invited the board to attend the ESL graduation ceremonies.

He also gave an overview of the project strategy dashboard report and how projects are tied to the strategic plan.

Oli reported about ALD's Staff Community Day which was focused around AI. Oli extended an invitation to the board to attend future staff days.

LEGAL STATUS REPORT: Attorney Beth Dauer reminded the board that HB24B-1001 is now in effect and will impact the budget for the first time.

STRATEGIC PLAN AND DATA REPORT: Lindsay Heinzerling, Associate Director of Library Operations, introduced Melissa Depper as the CFLS Manager. Lindsay highlighted some data from the 2025 Summer Reading Program: 19,501 books were given away in the branches and the books were available in five languages, plus another 6,000 books were given out as part of an outreach program. There were 188 programs offered for children, tweens and teens during the summer months. Lindsay thanked The Friends who donated \$50,000, which went toward the outreach books.

OTHER BUSINESS: The board received the determination of the challenge to the book *Do Animals Fall in Love?* A copy of the challenge is attached to the minutes. No other business was brought before the Board.

Liz Nichols moved to adjourn, Sally Daigle seconded, and the meeting was adjourned at 7:13 pm.

29/11/2025

Date Approved

Liz Nichols

[Liz Nichols \(Nov 29, 2025 10:12:59 MST\)](#)

Liz Nichols, Secretary