
ARAPAHOE LIBRARY DISTRICT

MEETING OF THE BOARD OF TRUSTEES

August 20, 2019

Koelbel Library
5955 S Holly St
Centennial, CO

MEMBERS PRESENT: Steve Oliver, Katie Schroeder, Rachel Bandy, Bill Shaw, Theresa Mehringer, Dorothy Pisel

MEMBERS ABSENT: Sally Daigle

PUBLIC: Rhonda Livingston and Gary Livingston

OTHERS ATTENDING: Cameron Richards, Attorney

STAFF PRESENT: Oli Sanidas, Executive Director; Marie Greene, Executive Assistant; Jessica Sidener, Director of Human Relations and Marketing; Jennifer Mahin, Director of Finance; Jill Corrente, Director of Digital and Library Material Services; Kim Collie, Director of Project Management Office; Linda Speas, Director of Library Operations; Managers: Caroline Heiselman, Nicole Wilhelms, Cynthia Kiyotake, Taliah Abdullah, Katya Dunatov, Holly Whelan; Janet Drake, Linda Moran; teen librarians: Bridget Kiely, Catherine Boddie, Lauren Reed, Intern: Cammie Wehner

Steve Oliver opened the meeting at 5:46 p.m.

Oli introduced the new executive assistant. He also corrected the agenda with the new address of the Davies Library and invited the board to the Deer Trail School District open house at 5 pm on August 28, 2019.

APPROVAL OF MINUTES No. 770: Rachel Bandy moved to approve the Minutes #770 from the June 18, 2019 Board Meeting. Katie Schroeder seconded the motion and the motion passed unanimously.

CONSENT AGENDA: Rachel Bandy moved and Dorothy Pisel seconded to approve the Consent Agenda as presented. The motion passed unanimously.

Approval of the Consent Agenda means:

- Approval of the hiring of Cammy Wehner, Christopher Lee, Tien Luong, Clair Laustsen, Nicole Dumville, Jason Steagall, Zach Ajifu, Marie Greene, Kate O'Brien, Tressa Wahl
- Approval of the separation of Kathryn Ricks, Janel Maccarone, Becca Postma, Erin Bottner, Kevin Clark, Robert Paredes, Emily Roberts, Julie Dykes, Holly Rapp, Megan Mourning, Ally Fripp

FINANCIALS: Jennifer Mahin reviewed the financials with the trustees. Bill Shaw had a question about non-capital projects being below budget, Jennifer answered that the managers monitor their budgets closely and if they don't need the items, they don't purchase it. Steve asked about P-card payments. Jennifer explained it was set up as an asset in our system, but it should be a liability. Rachel asked about our investments being high. Jennifer explained that we have a lot of cash sitting in our investments. Theresa asked what a P-card is, Jennifer explained that's how we pay for things as it's more secure and we get a rebate. It's preloaded so that's why it's listed as an asset.

Bill Shaw moved to accept the Financials as presented. Katie Schoeder seconded and the motion passed unanimously. Approval of the Financials means:

- Acceptance of the Statement of Revenue and Expense
- Acceptance of the Balance Sheet

BOARD PRESIDENT REPORT: Steve Oliver gave an update to the trustees that he will speak on behalf of the board next week at the Davies open house. Steve, Oli Sanidas, Theresa Mehringer, and Linda Speas had a finance sub committee meeting, which Oli will update the board about in his report. Steve and his wife attended the Southglenn book sale and they bought a couple of books and donated to the friends. The sale was very crowded and went well. Oli presented an idea about a teen joining the board as a non-voting member to give a young perspective and to give the teen good experience. It would be the same teen in attendance at all board meetings, it would not rotate. Steve and Katie Schroeder said they like the idea. Cameron Richards explained that the teen would not have any responsibilities on the board so would not need to be sworn in. Jessica Sidener explained that we would still need to flesh it out if the board is open to the idea. The board could offer that the teen give a report at each board meeting. The board would be interested in a presentation about all the teen things that are happening. The teen board member could have a copy of the board packet, but would be excluded from executive sessions and any confidential information. Rachel Bandy asked if there are other demographic groups that should also be invited to participate. Oli could not think of another consistent public group in existence at this time. The board was in consensus that they are open to the idea. Jessica and Oli will put together a more formal proposal.

EXECUTIVE DIRECTOR REPORT: Oli Sanidas updated the board about the meeting with the finance sub committee. There are three recommendations that came out of the meeting because construction of Byers is ahead of schedule and can begin sooner than expected:

1. If we start construction early, we will exceed this year's budget. We would re-appropriate funds and make a budget amendment to move money from the general fund to pay for the construction. We need more money for this year than we had projected, so we need to re-appropriate funds from next year. The total cost of the project will stay the same.
2. The 2nd option is financing the project. The finance sub committee does not recommend financing because we have almost \$27 million in our fund balance, which would be difficult to spend, so we recommend paying for the projects out of the fund balance. Steve Oliver believes it's the responsible thing to do as it's taxpayer money. There were no foreseeable other needs for the money in the fund balance, so the best recommendation is to pay for it out of the fund balance. The comfortable balance in the fund should cover 5-6 months of operational expenses, which would be around \$13 million. If the economy goes into a recession, the property values will gradually drop, etc., so our fund balance will reflect that in about two years. Special districts are not as affected by recessions because we don't deal with sales tax.
3. The third option was refinancing our existing debt. The finance sub committee does recommend refinancing our existing debt because the rates are so low (below 2.5%). Oli asked the board for permission for the finance sub committee to have the authority to move forward to develop a formal proposal to present to the board. The board agreed.

Oli updated the board on the Library for All program, which is a craft program for adults with developmental disabilities. Oli attended one, said it was super fun and he invited the rest of the board to participate in the program as it's a very rewarding program.

Oli toured the Cherry Creek Innovation Campus, which is about teaching real world skills to Cherry Creek Schools students, Sophomore and up. ALD is exploring partnering with them in some way.

LEGAL STATUS REPORT: The legal report was sent prior to the meeting for review by the trustees. Bill Shaw asked about the no firearms section of the policy and how that would be impacted if there was legislation passed about teachers being armed. Cameron explained that if legislation was passed, the board would have to determine if ALD should change their firearm policy. Since Davies library is attached to the school, there are some special rules that apply because schools have different rules about firearms, similar to free speech rules.

Rachel made a motion to approve the IGA and the lease, it was seconded by Theresa and approved unanimously.

PLA INCLUSIVE INTERNSHIP PRESENTATION: Linda Speas introduced the teens who presented. ALD applied for and received the PLA grant for the internship. The Public Library Association (PLA) conference inspired them to look into working toward getting the library staff to more closely reflect the demographics of the community they serve. They started an inclusivity internship program. The interns get to choose their project. The interns will present their project at the Library of Congress in Washington, DC. We do not plan to apply for the grant again because only 50 libraries in the country are chosen and they want other libraries to have a chance to participate in the grant. ALD does plan to continue the teen internship, which we hope will be a paid internship.

Cammie Wehner, the library intern, presented her project to the board. Cammie is a junior at Grandview High School. She chose a community based art project and created a photo book of library staff and patrons telling their personal stories and their thoughts on their community. She experienced how close knit the Sheridan community is. She also learned how diversity includes more than just age, race, gender, and sexual orientation, it also includes socio economic status, etc. The photo book will be available in the library break rooms for viewing.

ALD is exploring if there are other similar grant opportunities available besides PLA. One of the benefits of the grant is that ALD now has connection to a large network of libraries across the country.

REPORTS:

TRUSTEE REPORTS: Steve Oliver will attend Calcon in September. Katie mentioned that the Friends book sale is happening soon. Rachel and her family participated in the Candyland event and had a great time. Her kids have been attending storytime and now they are going to school, but it has been a great experience for her family.

STRATEGIC PLAN REPORT: Jennifer Mahin highlighted the following topics from the Strategic Plan Report:

- Castlewood remodel is about to start. It will close Sept. 30 through early spring.
- Tween/teen maker camp at Castlewood was a huge success.
- Lots of staff attended ALA and learned about outreach to patrons, the census, library furniture, and how the library can share space with other organizations. Julie hosted at ALA about libraries in jails.
- The Southglenn Book Sale generated \$18K, which is the most ever.
- Digital Services had a teen intern through Cherry Creek school system, who made a bonzai tree in the makerspace. He submitted an extensive list of all the things he learned to use in the makerspace.

LET'S FIND OUT...HOW WE DID:

No comments

MONTHLY STATISTICS:

No comments

COMMUNITY CONVERSATIONS:

No comments

UPCOMING MEETINGS: The September meeting is scheduled on Tuesday, September 17 at 5:45 p.m. at the new Davies Library, 128 2nd Avenue, Deer Trail.

There being no further business, Dorothy Pisel moved to adjourn the meeting. Katie Schroeder seconded the motion and Steve Oliver adjourned the meeting at 7:29 p.m.

9-17-19
Date Approved

Dorothy Pisel
Dorothy Pisel, Secretary

