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## ARAPAHOE LIBRARY DISTRICT

### MEETING OF THE BOARD OF TRUSTEES

April 21, 2020

Virtual meeting via Zoom

**MEMBERS PRESENT:** Steve Oliver, Katie Schroeder, Bill Shaw, Theresa Mehringer

**MEMBERS ABSENT:** Dorothy Pisel, Rachel Bandy, Sally Daigle

**PUBLIC:** Christine Sweetland, Carter

**OTHERS ATTENDING:** Cameron Richards, Attorney

**STAFF PRESENT:** Oli Sanidas, Executive Director; Marie Greene, Executive Assistant; Jennifer Mahin, Director of Finance; Anthony White, Kati Polodna, Marcie Stanley, Kayla Edgar, Donna Dean, David Britt, Cherie Curtis, Frances Beard

Steve Oliver opened the meeting at 10:00 a.m.

**APPROVAL OF MINUTES No. 777:** Katie Schroeder moved to approve the Minutes #777 from the February 18, 2020 Board Meeting. Theresa Mehringer seconded the motion and the motion passed.

**CONSENT AGENDA:** Bill Shaw moved and Katie Schroeder seconded to approve the Consent Agenda as presented. The motion passed.

Approval of the Consent Agenda means:

- A. Approval of the hiring of (in February:) James Brady, Zach Music, Brandon Stoll, Steve Stroud, Fran Turner, Anne Marie Boger, Sydney Hawkins, Diana Wallace, Dylan Owens, Chris Rino, (in March:) Frances Beard, John Osher, Luis Morejon, Thomas Powell, Yashar Zanjani, Morgen Kessler, Raquelle Batth
- B. Approval of the separation of (in February:) Joe Arrington, Rachel Brinson, Beth Wood, Chris Rino, (in March:) Jill Corrente, Maria Fullencamp, Scarlett Barnhill, Brendan Haggerty, Geri Grapko

- C. Approval of \$160,000 to Distech Controls to upgrade dampers to code requirements at Smoky Hill Library. Distech Controls helps provide building management technologies and services that optimize energy efficiency and comfort in buildings. This is part of the Heating and Ventilation Air Conditioning in facilities and it's part of the daily operation maintenance to help keep facilities functioning properly. This is part of the 2020 projects.
- D. Approval of \$144,000 to Distech Controls to replace actuators/valves on the hot water system under the control boxes at the Support Service Facility and Koelbel Library. Distech Controls helps provide building management technologies and services that optimize energy efficiency and comfort in buildings. This is part of the Heating and Ventilation Air Conditioning in facilities and it's part of the daily operation maintenance to help keep facilities functioning properly. This is part of the 2020 projects.
- E. Approval of \$165,398 to upgrade the security cameras at all facilities. The current cameras are between 5 and 15 years old. They are old technology and they range from Analog to Internet Protocol and are tied into a network video recorder. It's cumbersome for retrieving information and extremely time consuming. The new cameras will allow us to save recordings on the actual cameras for about 15 to 30 days and indefinitely in the cloud. They are capable to have unlimited users, facial recognition, license plate identification, they have the capability of weapon detection, can be integrated into the district current OneLogin, they have a heat map to help track perpetrators, contain people analytics-clothing, backpacks, color, height and are equipped with the option to pick up sound and audio if that feature is turned on. This is part of the 2020 projects.
- F. Approval of \$183,314.24 to purchase critical IT infrastructure including switches, power distribution units, security appliances, and equipment licensing and support from CDW-G. The purpose of this purchase is to upgrade and expand our network connectivity, reliability, and security at all branches, the administration building, and the bookmobile.

It was clarified that item F is part of the 2020 agenda and all items are part of the 2020 budget plan.

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

Bill Shaw moved to accept the Statement of Revenue and Expense as presented. Theresa Mehringer seconded and the motion passed.

Bill Shaw moved to accept the Balance Sheet as presented. Katie Schroeder seconded and the motion passed.

**EXECUTIVE DIRECTOR REPORT:** Oli Sanidas reported that he has been challenging the staff to think of creative ways to serve the community virtually. He had encouraged the staff to work to their capacity up to now. One project ALD is working on is the reopening plan, which will be phased, with the first phase being very limited, like picking up holds and possibly having a circulation plan of every other day where the materials are quarantined for 24 hours or more.

The Safer at Home plan was announced by Governor Polis yesterday and the ALD team has a lot of work to be done before implementing the reopening plan. There is no date for reopening yet. Once the plan is in place, it will be shared with the board.

There is a community movement where makers with 3D printers make PPE for first responders. ALD did join in and have been making PPE with several of their 3D printers.

One of ALD's challenges is how to reach at risk communities who don't have internet access.

Steve asked if ALD has any idea of how many books are out in circulation. David Britt stated that generally there are 25% of the materials out in circulation.

Oli reported that ALD does not plan to reopen meeting rooms or allow large gatherings during phase 1 of the reopening. Oli expects a long drawn out plan for the reopening. The primary service being focusing on is limiting the spread of the virus. One of the challenges for reopening is the availability of the equipment and PPE materials needed, like plexiglass shields, face masks, gloves, etc. The reopening plan does take into consideration the layout of the branches, including how close the computers are to one another, and the large tables built for collaboration.

The ALD construction projects have continued. The Castlewood remodel is almost complete, but there are dependencies before it can be opened. There is no plan for a grand opening in the near future.

**LEGAL STATUS REPORT:** Cameron Richards reported that the legal team has been working with the director team to help navigate questions through the COVID-19 closure. The construction projects in Byers are proceeding as scheduled.

One concern has been doing the board meeting virtually due to the open meetings law. The legal team has been working to make sure that the trustees get the information they need during the closure since the March board meeting was canceled. The legal team is holding off on discussing info that should be discussed in a public meeting.

Bill Shaw asked about liabilities with reopening. Cameron stated that the district can reopen as long as the decisions that are made are in alignment with the guidelines put out by health and government officials.

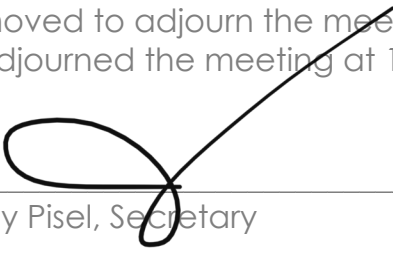
Katie Schroeder asked about the annual meetings that usually happen in April, like Building Authority and Friends Foundation. Cameron stated those meetings are not subject to public meeting laws and can happen virtually, if they so choose. Oli stated that the primary reason for the hold on those meetings has been the capacity of the financial team as they have been going through the annual audit process.

There being no further business, Katie Schroeder moved to adjourn the meeting. Bill Shaw seconded the motion and Steve Oliver adjourned the meeting at 10:57 a.m.

**Text**  
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Date Approved

6/10/20

**Text**  
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Dorothy Pisel, Secretary

  
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