



Mesa County Libraries
BOARD OF TRUSTEES
— BOARD MEETING —

Good Governance Committee Meeting

MINUTES

Date/Time: Thursday, April 20, 2017 – 12:00 p.m.

Location: 443 N. 6th St., Grand Junction, CO, Central Library / Administrative Conference Room

No.	Item Type	Agenda Item
1	Opening	<p>Call to Order and Roll Call</p> <ul style="list-style-type: none">• Cyphers called the meeting to order at 12:14 p.m.• PRESENT: Elaine Barnett, Cindy Cyphers, Laurie Tashiro• COMMITTEE MEMBERS ABSENT: Jean Yale• STAFF PRESENT: Joseph Sanchez, Stacey Smith <p>Approval of Agenda</p> <ul style="list-style-type: none">• Tashiro moved to accept the agenda as presented. Barnett seconded. Motion carried.
2	Information/ Discussion	<p>MCPLD Bylaws Policy Approval Process</p> <ul style="list-style-type: none">• Cyphers voiced concern regarding the current wording of the Mesa County Public Library District Bylaws Article XI – Amendments to Bylaws and Policies.<ul style="list-style-type: none">○ Currently, Section 11.1 requires a second reading and a second vote if not all trustees are present, or if the vote is not unanimous at a first reading.○ Unanimity of the entire board may continue to be preferable for changes to bylaws, which are rarely addressed.○ However, the regularity of policy changes with the goal of evaluating every library policy every three years results in this provision of the bylaws being cumbersome in practice for policies.• Cyphers proposed retaining the wording of MCPLD Bylaws, Article XI, Section 11.1, except for the removal of any reference to administrative policies. A proposed addition to Section 11.1 would read: “Administrative policies may be added, altered, amended, or repealed on first reading by majority vote of a quorum of the Trustees.”• The committee unanimously agreed to recommend this change to the district bylaws at the April 27 board meeting.• Additionally, the current bylaws will now have the most recent month and year restated and amended, rather than listing several years back.

3	Information/ Discussion	<p>Proposed Board Handbook Updates</p> <ul style="list-style-type: none"> • Cyphers presented to the committee several recommended changes to the Board Handbook and Board Reference Book as prepared by Cyphers and Smith and as summarized in the one-page document titled “Proposed Board Handbook Changes 2017.” <ul style="list-style-type: none"> ○ The analog tab and section system formerly used is impractical to maintain as updates to the handbook are made. A digital handbook that is linked and keyword-searchable negates the need for the tab and section structure. ○ The former Board Reference Book largely included documents that are better accessed with updated links from their sources. ○ The Board Handbook and Reference Book included extensive redundancies, organizational confusion, outdated materials, and reactions to previous circumstances. The approach to managing the Board Handbook has been outmoded and outdated. • Committee members concentrated discussion on further changes to the order of documents in the handbook, handbook update procedures, committee composition and duties, board structure and procedures, and previously used board self-assessment. • Sanchez was excused at 12:54 p.m. to attend another appointment. • The Committee agreed to present the proposed handbook changes to the entire board for a vote at the April 27 meeting with a comprehensive, clean PDF of the Board Handbook and the “Proposed Board Handbook Changes 2017” document outlining all changes.
4	Closing	<p>Adjournment</p> <ul style="list-style-type: none"> • Barnett moved to adjourn the meeting at 1:22 p.m.; Tashiro seconded. Motion carried.

Minutes submitted by Stacey Smith, MCPLD Administrative Assistant.