

Mesa County Libraries
BOARD OF TRUSTEES
 — B O A R D M E E T I N G —

MINUTES

Date/Time: Thursday, September 24, 2015– 6:00 p.m.

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

No.	Item type	Agenda Item
1	Opening	Call to order and attendance; Approval of Agenda [changes] <ul style="list-style-type: none"> • President Barnett called the meeting to order at 5:55 p.m. • BOARD PRESENT: Elaine Barnett, Barry Blanchard, Dean DiDario, Laurie Tashiro, Joe Taylor, Jean Yale • STAFF PRESENT: Shanachie Carroll, Laurie Cole, Tim Davis, Cindy Farnsworth, Rachel Hanson, Karen Killanxhja, Bob Kretschman, Manny Miracle, Joseph Sanchez, Shana Wade, Wynell Webster • GUESTS PRESENT: Tyler Schreiner, Project Manager; Sam Tilford, Project Superintendent, Asset Engineering. Patrick Hummel, Project Architect, Chamberlin Architects. • Approval of Agenda <ul style="list-style-type: none"> ○ Taylor moved to approve, DiDario second. Motion passed unanimously.
2	Action	Approval of minutes, August 27, 2015 <ul style="list-style-type: none"> • Tashiro moved to approve the minutes, Yale second. Motion passed unanimously.
3	Information	Citizens to be heard <ul style="list-style-type: none"> • No citizens to be heard.
4	Information	970West Studio Update from Asset Engineering <ul style="list-style-type: none"> • Schreiner introduced the 970West Studio contractor and architect team. • Schreiner shared the project timeline and highlighted the work that has been completed and the work remaining to be done. <ul style="list-style-type: none"> ○ The project is approximately 2/3 complete, within budget, and on track to be completed on time.
5	Information /Discussion	Director and Administrative Updates <ul style="list-style-type: none"> • <i>Director Report</i> <ul style="list-style-type: none"> ○ Sanchez reported that two community members voiced concerns regarding the 970West Studio. ○ In response to patron requests, the Library is exploring the possibility of offering a coffee cart service at the Central Library. Wade is exploring costs and other logistics. If implemented, the project would happen in 2016. ○ Sanchez reported that Information Services librarian Ike Rakiecki was featured on C-SPAN programming detailing local history. ○ Sanchez announced that patrons will be able to check out state park passes as part of a state pilot program. ○ Sanchez recognized the Literacy Center for receiving the John Kiernan Award from the Hispanic Affairs Project.

		<ul style="list-style-type: none"> ○ Sanchez and Webster met with Principal Alan Dillon regarding the proposed De Beque School remodel. If passed, construction would take place in phases over 2 years beginning Spring 2016. <ul style="list-style-type: none"> ▪ Jointly with the De Beque School, the Library will apply for a Federal Mineral Lease Grant to help cover construction costs. • <i>Financial Report</i> <ul style="list-style-type: none"> ○ Cole reviewed the financial reports and answered questions. Cole noted that the current year's expenditures are on track. • <i>Statistics Report</i> <ul style="list-style-type: none"> ○ Wade reported little change in statistics. ○ Program attendance increased in August due to Summer Reading Program attendance being tabulated. <ul style="list-style-type: none"> ▪ Overall program attendance month-to-month is consistent. ○ Wade highlighted the Summer Reading Program survey sent to program participants and overviewed its findings. <ul style="list-style-type: none"> ▪ Nearly 200 patrons responded to the survey. • <i>Foundation</i> <ul style="list-style-type: none"> ○ The Mesa County Public Library Foundation received over \$5,000 this month, including a sizable donation toward the 970West Studio. ○ Killanxhja applied for several grants, including a request for capital improvements to the Central Library Children's Center. ○ Blanchard asked if most donations are earmarked for a specific use. Killanxhja replied that restrictions vary from donation to donation.
6	Information	<p>Report from Rachel Hanson, Information Services Manager</p> <ul style="list-style-type: none"> ▪ Hanson introduced the Information Services staff and overviewed her department's role in the organization, including its history. ▪ Hanson outlined her department's goals, including building partnerships outside the community, serving target audiences and expanding teaching opportunities. ▪ Hanson highlighted a soon-to-be-released section of the library website that will include personalized reading preferences from Information Services staff. ▪ Information Services serves three core areas: meeting the immediate patron needs of patrons on the desk, teaching digital literacy, and creating community partnerships inside and outside the building.
7	Information /Discussion	<p>First Draft of 2016 Budget</p> <ul style="list-style-type: none"> • Cole overviewed the first draft outline of the 2016 Budget and answered questions. <ul style="list-style-type: none"> ○ Cole noted significant changes to each center's budget.
8	Information /Discussion	<p>Budgeting, Metrics & Future Planning</p> <ul style="list-style-type: none"> • Sanchez highlighted recent budgetary accomplishments including: <ul style="list-style-type: none"> ○ Increased transparency, accountability, and improved reporting • These accomplishments allow for more rational budgetary forecasting. • Sanchez is confident there is a solid financial foundation consisting of policies, procedures, and communication. • Sanchez highlighted future goals including: <ul style="list-style-type: none"> ○ Metric-based budgeting, e.g., the priority matrix • Wade attended a webinar/training to use analytics software to align budgeting decisions with metrics. <ul style="list-style-type: none"> ○ In 2016 a deeper analysis of programs, services, the collection and physical space will be performed to discover hidden costs and solutions. • Sanchez is considering adopting a zero-based budget in the future with a caveat for saving for eventual building ownership in Clifton. <ul style="list-style-type: none"> ○ Tashiro asked if zero-based budgeting is common in government entities. Cole

		said that it is more common at nonprofits. The Library would adopt a hybrid model, where some savings are put aside for Capital Projects. <ul style="list-style-type: none"> Sanchez will continue to update the board as the process continues.
9	Information / Discussion	WildCO App Update <ul style="list-style-type: none"> Sanchez reported that two focus groups have been conducted. Feedback from focus groups has been very positive. <ul style="list-style-type: none"> The app's design will be very oriented toward the social experience. The timeline has the Kickstarter campaign scheduled to go live in November. <ul style="list-style-type: none"> The app will be built beginning in January, with a release date in Spring 2016. If funded, the Foundation will build the app and donate it to the Library. Sanchez met with Steve Acquafresca and CSU. CSU will help promote the Kickstarter campaign across the state using their media channels. An article about the app will lead a brand new section of the print version of ALA Magazine. Colorado Parks and Wildlife has committed to helping with the Kickstarter campaign, although the nature of the relationship is still being defined. REI has expressed interest in promoting the app nationally.
10	Action	Request to Serve Wine at the Upcoming Season of Indie Lens Pop-up <ul style="list-style-type: none"> Barnett read aloud the request to serve wine at the upcoming season of Indie Lens Pop-up. Wade described the event as wine tasting followed by a film. Taylor moved to allow Indie Lens Pop-up to serve wine at its functions, Yale second. Motion passed unanimously.
11	Information / Discussion	Other Board Business <ul style="list-style-type: none"> Suggested agenda items for next meeting <ul style="list-style-type: none"> Second draft 2016 Budget with public comment session Location of next meeting <ul style="list-style-type: none"> Palisade Branch Library
12	Information	Announcements (Upcoming events or other information) <ul style="list-style-type: none"> The Board of Trustees executive session workshop is scheduled for 12:00 p.m. October 14 in the Monument Community Room. Taylor announced that after 5 years of service to the Mesa County Libraries Board of Trustees, he would not serve his second 5-year term. <ul style="list-style-type: none"> The Board and Library staff thanked Taylor for his service to the Board.
13	Closing	Adjournment <ul style="list-style-type: none"> Yale moved to adjourn the meeting at 7:38 p.m., Tashiro second. Motion passed unanimously.



Board President – Elaine Barnett



Board Secretary – Dean DiDario

Date: *Oct 29 2015*