



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

MINUTES

Date and Time: Thursday, February 22, 2018 – 5:30 p.m.

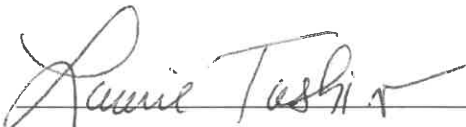
Location: Central Library, 443 N. 6th St., Grand Junction, CO – Monument Community Room


| No. | Item Type | Agenda Item |
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| 1 | Opening | Call to Order and Roll Call <ul style="list-style-type: none"> • Vice-president called to order the regular meeting at 5:30 p.m. A quorum was present. • BOARD PRESENT: Elaine Barnett, Cindy Cyphers, Dean DiDario, Chris Mahre • BOARD EXCUSED: Barry Blanchard, Laurie Tashiro, Jean Yale • STAFF PRESENT: Laurie Cole, Karen Kllanxhja, Joseph Sanchez, Stacey Smith, Shana Wade, Matt Alleman, Bob Kretschman, James Price, Blair Wade, Gail Yerbic |
| 2 | Action | Approval of Agenda <ul style="list-style-type: none"> • Cyphers moved to approve the agenda as written; Barnett seconded. Motion carried. |
| 3 | Action | Approval of Minutes – January 25, 2018 [with changes] <ul style="list-style-type: none"> • Mahre moved to approve the minutes as submitted; Cyphers seconded. • DiDario suggested an amendment to the January 25 minutes, saying that he should not be listed as a member of the Good Governance Committee. • Barnett moved to approve the minutes, amended with DiDario’s name removed from the Good Governance Committee members; Mahre seconded. Motion carried. |
| 4 | Information | Citizens to be Heard <ul style="list-style-type: none"> • No citizens to be heard. |
| 5 | Information/ Discussion | Director and Administrative Updates <ul style="list-style-type: none"> • <i>Director Report from Sanchez</i> <ul style="list-style-type: none"> ○ Sanchez elaborated on Wade’s work on the Colorado Public Library Annual Report. ○ Sanchez noted that due to a multi-department team effort, MCL has had the most successful launch of Career Online High School in Colorado. ○ The library district’s annual audit began February 20 and was completed mid-day on February 22. Sanchez praised Cole and other staff for the successful audit process. • <i>Financial Report from Cole</i> <ul style="list-style-type: none"> ○ Comparative Balance Sheet: Cole has begun the financial conversion to full accrual, which will be reflected in the 2017 year-end figures in the next board report. ○ Financial Update: The Facilities month-to-date comparison decreased due to the timing of insurance invoicing. This comparison will be more consistent in the next report. • <i>Statistics Report from Wade</i> <ul style="list-style-type: none"> ○ Wade announced that she added several details to 2018 reports, lending more clarity to statistics reporting. Statistics now include 970West Collection use, physical versus electronic circulation, Factory use, literacy student hours, and special event attendance. ○ Library visits have increased 7.5% year over year. • <i>Development Report from Kllanxhja</i> <ul style="list-style-type: none"> ○ Kllanxhja showed trustees the private wine label approved by the MCL Foundation. ○ Kllanxhja displayed the ad for an upcoming MCL Foundation awareness campaign. ○ Digital donor wall quotes and plans are in production. ○ Friends of MCL approved \$3,000 funding for Culture Fest, \$5,500 for Comic Con, \$3,000 for Summer Reading, and \$5,000 for an outdoor project at Central. ○ Nicole Fitzgerald submitted a grant application to Desert Vista Garden Club. ○ Write a Will workshops will be offered at MCL for patrons again this year. |

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| 6 | Information/ Discussion | <p>Report from Gail Yerbic, Head of Youth Services</p> <ul style="list-style-type: none"> • <i>Youth needs were identified as literacy, empowerment, and socialization.</i> <ul style="list-style-type: none"> ○ Youth literacy is linked with better employment, health, equality, economic growth, and lower crime. ○ Empowerment entails identifying information needs and how to find trustworthy information, fostering critical thinking, and developing digital literacy. ○ Socialization includes community connections, breaking social barriers, reducing feelings of marginalization and isolation, and welcoming everyone. • <i>Youth Services develops and undertakes a variety of responses to identified needs.</i> <ul style="list-style-type: none"> ○ 1,000 Books Before Kindergarten has a registration of about 500 children per year. ○ The Sunrise Rotary first grade library card program had 450 participants in 2017. ○ Staff empower children to find various resources that inspire and fulfill their needs. ○ CyberStrong and other education efforts teach children internet literacy and safety. ○ The teen center continues to foster healthy relationships and engagement at the library. ○ Recent updates in the children's area have created more program and collection space. • <i>Responses to Questions Posed by Board Trustees:</i> <ul style="list-style-type: none"> ○ Yerbic clarified for Barnett that SAT test preparation and Toastmasters programming are coordinated with local schools. ○ Yerbic described for Mahre how the library renovation affected program scheduling. ○ Barnett asked if there are any particular needs. The greatest unmet demand is requested additional outreach youth programming. |
| 7 | Information/ Discussion | <p>Capital Projects Committee Report</p> <ul style="list-style-type: none"> • Mahre noted that he is reporting in the absence of the committee's chair, Blanchard. • This new committee is currently focusing on a proposed capital campaign to raise money for the Clifton Branch replacement, with plans for MCL Foundation to raise \$1.5 million. <ul style="list-style-type: none"> ○ Committee discussion focused on raising needed funds before construction begins. ○ Mahre commended plans for a digital donor wall that will highlight donors and the results of their contributions in the form of library services and collections. <p>Additionally, Mahre endorsed proposed pavers at the new branch with donors' names.</p> |
| 8 | Information/ Discussion | <p>Finance Committee Report</p> <ul style="list-style-type: none"> • Mahre, the Finance Committee chair, reported that the committee evaluated financial projections presented by Cole that could pose challenges to MCL moving forward. <ul style="list-style-type: none"> ○ He observed that planning for worst-case scenarios is prudent if property tax revenues decrease concurrent with rising expenses, largely due to increased minimum wages. ○ The committee discussed long-term contingency plans, and they will continue to do so. |
| 9 | Action | <p>Resolution #18-02 – A Resolution to Support Mesa County Federal Mineral Lease District Grant Application</p> <ul style="list-style-type: none"> • Kllanxhja explained that a board resolution is needed to apply for the planning grant application for Mesa County Federal Mineral Lease District grant. <ul style="list-style-type: none"> ○ MCFMLD may approve up to 50% of project planning needs; MCL will request 40% of branch project planning costs, amounting to \$150,000. ○ The grant application is due March 9, and awards will be announced around April 11. • Barnett moved to approve Resolution #18-02; Cyphers seconded. Motion carried. |
| 10 | Information/ Discussion | <p>Mesa County Libraries Strategic Plan Report</p> <ul style="list-style-type: none"> • Wade recounted that the 2017-2019 strategic plan was designed to be a working plan, with results that could be documented and measured by MCL staff. <ul style="list-style-type: none"> ○ Some staff have attended Research Institute for Public Libraries training, which teaches how to gather information and how to measure and report outcomes. ○ Measurement of educational goals is a significant challenge to tracking strategic plan progress, given that libraries may not test students as school districts can. ○ At major MCL events, surveys are regularly provided. Generally, between 50 and 100 survey responses are submitted per event. Additionally, surveys are offered for Summer Reading programs and computer classes. These evaluations reveal public response to programs and give valuable quotes to promote MCL's programs. • Wade noted several strategic plan report themes: <ul style="list-style-type: none"> ○ Staff are pleased with how strategic plan goals align with the library's mission. ○ Various applications of literacy goals are key elements of MCL's work. |

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| | | <ul style="list-style-type: none"> o The combination of quantitative statistics with qualitative quotes tell MCL’s story. o Staff are continually engaging in training, advanced degrees, and skill building. o The extensive list of active partnerships the library has developed reflects how MCL connects with the community. |
| 11 | Information/ Discussion | <p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> • <i>Location and time of next meetings</i> <ul style="list-style-type: none"> o First Quarter Internal Audit: 11:30 a.m. – 1 p.m. March 1, 2018 – Central Library Admin Conference Room o Regular Meeting: 5:30 p.m. March 29, 2018 – Central Library Monument Community Room, 443 N. 6th St., Grand Junction, CO • <i>Suggested agenda items for upcoming meetings</i> <ul style="list-style-type: none"> o Policy Due for Review: Purchasing Policy 2015 (Cole) o Policy Due for Review: Internet Use Policy 2014 (Wade) |
| 12 | Closing | <p>Adjournment</p> <ul style="list-style-type: none"> • Cyphers moved to adjourn the meeting at 6:35 p.m.; Mahre seconded. Motion carried. |

Minutes submitted by Stacey Smith, MCPLD Executive Assistant.


 Laurie Tashiro – MCPLD Board President


 Cindy Cyphers – MCPLD Board Secretary

Date: 3/29/18