



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

MINUTES

Date and Time: Thursday, September 27, 2018 – 5:30 p.m.

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

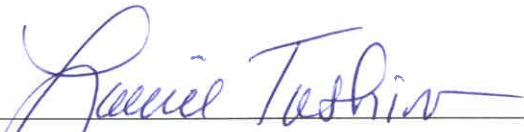
No.	Item Type	Agenda Item
1	Opening	Call to Order and Roll Call <ul style="list-style-type: none"> • Board President Tashiro called to order the regular meeting at 5:30 p.m. A quorum was present. • BOARD PRESENT: Elaine Barnett, Barry Blanchard, Cindy Cyphers, Chris Mahre, Laurie Tashiro, Jean Yale • BOARD EXCUSED: Dean DiDario • STAFF PRESENT: Laurie Cole, Karen Kllanxhja, Stacey Smith, Shana Wade, Matt Alleman, Shanachie Carroll, Bob Kretschman, Blair Wade, Wynnell Webster • GUESTS PRESENT: Bill Fariello, Elizabeth Clark, Tamara Bennett, Mark Yerbic
2	Action	Approval of Agenda <ul style="list-style-type: none"> • The agenda was approved unanimously as presented.
3	Action	Approval of Minutes – August 30, 2018 <ul style="list-style-type: none"> • The minutes for the August 30, 2018, meeting were approved unanimously as written.
4	Action	Approval of Minutes – September 7, 2018 <ul style="list-style-type: none"> • The minutes for the September 6, 2018, meeting were approved unanimously as written. [This approval was not on this agenda as it was a work session with no board action.] • The minutes for the September 7, 2018, meeting were approved unanimously as written.
5	Action	Approval of Minutes – September 12, 2018 <ul style="list-style-type: none"> • The minutes for the September 12, 2018, meeting were approved unanimously as written.
6	Information	Citizens to be Heard <ul style="list-style-type: none"> • Elizabeth Clark expressed appreciation for MCL and concern about the firing of former Head of Youth Services, Gail Yerbic. • Bill Fariello suggested reinstating a voluntary donation box, centrally located at MCL's Central Library.
7	Information/ Discussion	Director and Administrative Updates <ul style="list-style-type: none"> • <i>Director Report from Wade</i> <ul style="list-style-type: none"> ○ Wade gave special recognition to MCL's Community/Outreach Liaison Eusebia Garza, who was presented with the Western Colorado Latino Chamber of Commerce 2018 Hispanic Achievement Award. ○ One of MCL's Technology Services "Veterans Remember" films (of Yutao Mine) was screened at The Avalon Theatre's Grand Junction Film Festival. ○ Wade invited trustees to attend the MCL Comic Con on September ^{October} 6. Last year's attendance was estimated at 5,500, and more are expected this year. • <i>Financial Report from Cole</i> <ul style="list-style-type: none"> ○ Comparative Balance: Figures are comparable year-over-year. ○ Financial Update: MCL has collected 93.1% of the budget and has expended 57.2% of the budget. Cole explained to Blanchard factors causing Information Technology and Collection Management expenses to trend under budget for the year. • <i>Statistics Report from Wade</i> <ul style="list-style-type: none"> ○ Visits are slightly down and circulation remains down about 5% year-over-year. ○ Year-to-date, 4,428 literacy student hours have been logged.

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		<ul style="list-style-type: none"> o Volunteer hours are up 5% for the year, with notable teen Summer Reading assistance. o Staff expressed satisfaction with the 35% increase in social media followers this year. The library’s Facebook posts can reach as many as 30,000 people per month. • <i>Development Report from Kllanxhja</i> o Kllanxhja met with Grand River Vineyard’s Naomi Shepherd-Smith to discuss MCL Foundation (MCLF) benefit concert and private label wine proceeds and distribution. o A white wine to benefit MCLF is planned for the start of the year. o The digital donor wall rededication was cancelled until a new director has been hired. o Kllanxhja will present a request for modified use of grant money awarded by the Mesa County Federal Mineral Lease District, removing the original intent to use some of the funds for architectural services but otherwise leaving the scope of planning unchanged.
8	Information/ Discussion	<p>Report from Wynell Webster, Head of Branch Services</p> <ul style="list-style-type: none"> • Webster showed trustees a video exhibiting the value of branch services as described by regular library branch patrons. Video interviews included patrons from the Collbran, Orchard Mesa, De Beque, Fruita, Palisade, and Clifton branches.
9	Information/ Discussion	<p>Library Director Search and Timeline</p> <ul style="list-style-type: none"> • <i>Timeline:</i> <ul style="list-style-type: none"> o Trustees elected to hold an initial Search Committee meeting at 12 p.m. on October 9. o Preliminary interviews were tentatively scheduled October 16. o Finalist visits and interviews were tentatively scheduled November 9. • <i>Process:</i> <ul style="list-style-type: none"> o Trustees did not request any changes from the search process that was recently used. o Human Resources Manager Blair Wade will continue to provide support. o There was some discussion of trustee availability during the search process. Blanchard requested videotaping of finalists’ interviews, as he will not be present November 9.
10	Information/ Discussion	<p>Appointment of a Search Committee and Chair</p> <ul style="list-style-type: none"> • Tashiro called for new Search Committee volunteers. <ul style="list-style-type: none"> o Tashiro, Yale, and Mahre volunteered to form the Search Committee. o The committee chair will be determined at the first Search Committee meeting.
11	Information/ Discussion	<p>Public Hearing of the Proposed 2018 Budget Amendment</p> <ul style="list-style-type: none"> • Cole disclosed that between the first and second drafts of the 2018 budget amendment, the Compensation & Benefits expense line item increased by \$15,000 to account for added director search expenses. • Cole explained that the discrepancy between Gifts & Grants revenue and Grant Funded Expenditures is due to the planned reimbursement of expenses in arrears through grant funds from the Adult Education and Family Literacy Act (AEFLA) grant. • Tashiro asked if any members of the public present wished to speak regarding the proposed 2018 budget amendment. There were no public comments.
12	Action	<p>Resolution #18-04</p> <ul style="list-style-type: none"> • Yale moved to approve Resolution #18-04, authorizing supplemental revenue and updated appropriations to the 2018 MCPLD general fund budget; Blanchard seconded. Motion passed unanimously.
13	Information/ Discussion	<p>First Draft 2019 Budget Presentation</p> <ul style="list-style-type: none"> • Trustees received the 19-page 2019 budget draft supplement in advance of the meeting. <ul style="list-style-type: none"> o Cole identified a significant increase in the Literacy Compensation line item due to the hiring of new teachers for AEFLA grant-funded classes. The Information Services Compensation line item was reduced after removing the Factory Coordinator position. There is an overall increase in Compensation due to the minimum wage increase. o MCL had not received insurance rate figures yet; Cole applied a 10% increase to health insurance costs until definite numbers are known. Staff will meet with MCL’s insurance broker soon. Final courier rates are also pending. o Cole informed Tashiro that Bank & Service Charges largely cover management of MCL’s investment portfolio on a percentage basis. • About a \$330,000 revenue increase is anticipated as a result of a property tax revenue increase (based on initial assessed valuations) and a significant increase in income from grants (due to the AEFLA grant). • Cole briefed the board on each departmental budget and elaborated on notable changes.

		<ul style="list-style-type: none"> The Capital Projects Fund is flat for 2019 until capital campaign details are determined. Cole outlined some branch improvements that are planned in 2019.
14	Information/Discussion	<p>Policy for Review: Sponsorship and Donation Policy 2015</p> <ul style="list-style-type: none"> Wade described staff edits to the policy. Subsequent legal review resulted in no changes. <ul style="list-style-type: none"> The policy addresses event/program sponsorship and donations. Most of the proposed changes were intended to reduce specific procedural elements and allow more flexibility in the way sponsors and donors are recognized situationally. The policy details some limitations on sponsors and donors, and it empowers MCL management with approval and implementation of gifts and sponsorships. Cyphers asked to change “acknowledgement” to the American spelling “acknowledgment.”
15	Action	<p>Approve Amended Sponsorship and Donation Policy</p> <ul style="list-style-type: none"> Barnett moved to approve the amended Sponsorship and Donation Policy as written, but with the requested spelling change; Cyphers seconded. Motion passed unanimously.
16	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"> Search Committee Meetings – October 9 and October 16, 2018 Regular Meeting: 5:30 p.m. October 25, 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"> Search Committee Report Public Hearing of the 2019 Budget Good Governance Report
17	Closing	<p>Adjournment</p> <ul style="list-style-type: none"> Cyphers moved to adjourn the meeting at 7:03 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: Oct. 25, 2018