



Mesa County Libraries  
**BOARD**  
 OF **TRUSTEES**  
 • C O M M I T T E E M E E T I N G •

**Clifton Branch Steering Committee**  
**MINUTES**

Date and Time: THURSDAY, April 16, 2020 – 4:00 p.m.

Location: Virtual Meeting via Zoom

#	Agenda Item
1	<p>Opening</p> <ul style="list-style-type: none"> <li>• <i>Call to Order and Roll Call:</i> <ul style="list-style-type: none"> <li>○ Committee Chair Barry Blanchard called the meeting to order at 4:01 p.m.</li> <li>○ BOARD PRESENT: Barry Blanchard, Cindy Cyphers, Chris Mahre, Candice Walton, Elaine Barnett</li> <li>○ STAFF PRESENT: Michelle Boisvenue-Fox, Nikki Coolbaugh, Shana Wade, Karen Killanxjha, Blair Wade, Shawn Cwalinski, Bob Kretchman</li> <li>○ PUBLIC PRESENT: Chris Endreson (UTA), Jane Foster (MCLF), Steve Watson (MCLF)</li> </ul> </li> <li>• <i>Review of Agenda:</i> The agenda was accepted with minor correction on the day of the week to Thursday.</li> </ul>
2	<p>Update: Jamison Avenue</p> <ul style="list-style-type: none"> <li>• Boisvenue-Fox spoke with county planning and there is currently no plan to complete Jamison Avenue in their capital improvements schedule. Owners are responsible for road improvement. When plans are developed and submitted to the County, this topic will be addressed. No further discussion is expected.</li> </ul>
3	<p>Information Sharing</p> <ul style="list-style-type: none"> <li>• Nebraska Early Childhood Collaborative Boisvenue-Fox took a trip to Omaha to visit the Nebraska Early Childhood Collaborative, and the Buffet Early Childhood Foundation. This was an insight to see the partnership in practice and the Collaborative recommended having all aspects of the partnership and space sharing clearly laid out in an agreement from the beginning, to be involved in fundraising, planning and construction. This clarity will help with contingencies and long-term planning in the event of the partnership dissolving.</li> <li>• Possible Partnerships Marillac Health approached Boisvenue-Fox with the desire to relocate and potentially collaborate with MCL and adding another building to the library property. Marillac Health is looking for approximately 30,000 sq. ft. of space for their programs and administrative offices. This collaboration would be beneficial for both MCL and Marillac Health with their overlapping missions and audiences. The committee discussed that there is not enough space for parking as well as infrastructure on the 5-acre lot that was purchased for the library project.</li> </ul>

	<ul style="list-style-type: none"> <li>• Chris Endreson from UTA stated that his students are currently in the early planning phase of this project and expressed that although learning is now remote due to COVID-19, he is confident in the timeline of this project which is as follows: <ul style="list-style-type: none"> <li>○ Research and program development: will be hitting hard May-June</li> <li>○ Detailed concept development: June-September</li> <li>○ Final deliverable report: September-October</li> </ul> </li> </ul>
4	<p>Discussion: Partnership Models</p> <ul style="list-style-type: none"> <li>• Early Childcare Centers- Boisvenue-Fox did a comparison chart of different models of child care facilities that may be a good fit for this project. The comparison was between a drop-in daycare center, a for-profit private childcare facility, and a childcare 8000 center. The group discussed the benefit of each type of facility with a comparison chart distributed by Boisvenue-Fox. Discussion was on different funding options for the models and how to ensure that a quality Library remains the main focus. The group agreed that there would be the most benefit if the childcare center was a Childcare 8000 center with some provisions to benefit MCL Literacy Center students. Further discussions will follow.</li> </ul>
5	<p>PR Firms for Capital Campaign</p> <ul style="list-style-type: none"> <li>• Boisvenue-Fox distributed a handout of the different PR Firms that responded to the RFP that was published. There was discussion of the three firms that put in proposals and the pros and cons of each.</li> <li>• The recommendation of the committee was to use the Ryan-Sawyer Marketing firm. This firm came in at significantly lower cost than the others, is a local firm and has experience working on similar local campaigns. This recommendation will be taken to the Foundation Board to be voted upon for final approval.</li> </ul>
6	<p>Next Steps</p> <ul style="list-style-type: none"> <li>• Boisvenue-Fox and Kllanxjha meet with DOLA to get feedback on different funding options for the library and potential childcare center along with options to apply for grants.</li> <li>• Boisvenue-Fox will send documents and information out to committee <ul style="list-style-type: none"> <li>○ Timeline from UTA</li> <li>○ Square footage of Nebraska Early Childhood Collaborative</li> <li>○ Model of childcare possibilities</li> </ul> </li> <li>• Discussion topic at next meeting- approaching fundraising and awareness of capital campaign during this time</li> </ul>
7	<p>Adjournment</p> <ul style="list-style-type: none"> <li>• Meeting was adjourned at 5:34 p.m.</li> <li>• Next meeting will be held after Foundation Board Meeting is held on May 13<sup>th</sup>.</li> </ul>

Minutes submitted by Nikki Coolbaugh, MCL Executive Support Coordinator