



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

MINUTES

Date and Time: Thursday, July 30, 2020 – 5:30 p.m.

Location: Virtual Meeting via Zoom

#	Agenda Item
1	Opening: Call to Order and Roll Call <ul style="list-style-type: none"> <li>• Board President Blanchard called the meeting to order at 5:30pm. A quorum was present.</li> <li>• BOARD PRESENT: Barry Blanchard, Candice Walton, Chris Mahre, Cindy Cyphers, Elaine Barnett, Abby Landmeier</li> <li>• BOARD EXCUSED: Dean DiDario</li> <li>• STAFF PRESENT: Michelle Boisvenue-Fox, Nikki Coolbaugh, Blair Wade, Karen Kllanxhja, Bob Kretschman, Jennifer Deering, Shawn Cwalinski, Andy Hamilton, Shanachie Carroll, James Price, Betsey Dick, Cydney Clink, Rachel Hanson</li> </ul>
2	Approval of Agenda <ul style="list-style-type: none"> <li>• Walton moved to approve the agenda as written; the motion was seconded. <b>Motion carried.</b></li> </ul>
3	Approval of Minutes – June 25, 2020 <ul style="list-style-type: none"> <li>• Mahre moved to approve the minutes as drafted; Walton seconded. <b>Motion carried.</b></li> </ul>
4	Citizens to be Heard <ul style="list-style-type: none"> <li>• No Citizens to Be Heard</li> </ul>
5	Director and Administrative Updates <ul style="list-style-type: none"> <li>• <i>Director Report from Library Director Michelle Boisvenue-Fox</i> <ul style="list-style-type: none"> <li>○ AEFLA Grant for Literacy Center was approved for 4 years at \$205,000 each year</li> <li>○ MCL has offered to assist School District 51 in accommodations for students by allowing the school district to use MCL meeting rooms for classes if necessary, or as accommodation for students doing remote learning without wi-fi access.</li> <li>○ Branch visits have been completed for the month of July.</li> </ul> </li> <li>• <i>Statistics Report from Library Director Michelle Boisvenue-Fox</i> <ul style="list-style-type: none"> <li>○ Currently although all of the branches are back to normal operating hours, there is a significant decline in library visitors. MCL is seeing less than 50% of regular visits, which may be due to no in-person programming.</li> <li>○ The number of items in the physical collection have gone down due to weeding to make room for new materials since checkouts are lower than normal.</li> <li>○ Calls to the call center have been up significantly. This may be due to questions from patrons about which services are currently offered and troubleshooting online use for novice users.</li> </ul> </li> <li>• <i>Financial Report from Finance Director Blair Wade</i> <ul style="list-style-type: none"> <li>○ MCL revenue collection for the year is at 91.1% with an uncollected amount of \$685,321; year-to-date operating revenue has decreased by \$65,142 from 2019 due to the COVID-19 closure and the District's decision to go fine free.</li> <li>○ MCL has spent 39.7% of budgeted expenses with 50% of the fiscal year lapsed, year-to-date operating expenditures have decreased by \$72,693 from 2019.</li> <li>○ The District's Audited financial statements from 2019 have been sent to the Office of the State Auditor.</li> </ul> </li> <li>• <i>Development Report from Development Director Karen Kllanxhja</i> <ul style="list-style-type: none"> <li>○ The Coronavirus Relief Fund grant in the amount of \$118,268 has been approved to reimburse supplies needed by the library in response to COVID-19.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ The Jerry Kline Community Impact Prize application has been submitted.</li> <li>○ The LSTA Cares Grant in the amount of \$10,000 will be released on August 1<sup>st</sup> and will be used to purchase Chromebooks for Literacy Center Students.</li> <li>● <i>On the Horizon</i> <ul style="list-style-type: none"> <li>○ The Literacy Center will be changing its name to the Adult Learning Center to align more closely with the purpose of the program.</li> <li>○ The Youth Services Program has been researching the “Read-Woke Challenge” to offer something similar at MCL in order to make it easier for people to read and learn about diversity and culture. The MCL version may be called something different.</li> </ul> </li> </ul>
6	<p>Social Worker Needs Assessment Data</p> <ul style="list-style-type: none"> <li>● Boisvenue-Fox discussed the findings of the Social Worker Needs Assessment that was completed by staff. This information was based on staff compiled surveys on interactions that took place at library locations during the timeframe of December 18, 2019- March 17, 2020.</li> <li>● The next portion of the data will be presented at the August Regular Meeting of the Board of Trustees, focusing on the Security Log data from the same timeframe.</li> </ul>
7	<p>COVID-19 Update from Director Michelle Boisvenue-Fox</p> <ul style="list-style-type: none"> <li>● All MCL locations have moved back to regular hours effective July 13<sup>th</sup>. Many patrons have been thankful that the Central location is open in the mornings again.</li> <li>● Compliance with the mask mandate has been good; there is the occasional patron that will not comply and other accommodations are being offered; for them including curbside pick-up, online services or face shields.</li> <li>● Looking at the processes that took place during the closure and how those things will need to be adjusted if another closure were necessary.</li> </ul>
8	<p>TIF Resolution #20-02</p> <ul style="list-style-type: none"> <li>● B. Wade discussed the TIF (Tax Increment Funding) Resolution for 2020, which is an allocation of 50% of Tax Increment Funding to the Grand Junction Downtown Development Authority. Cyphers moved that the TIF Resolution be approved and that the funds be maintained at 50%, Walton seconded the motion. <b>Motion carried.</b></li> </ul>
9	<p>Report from Rachel, Information Services Manager</p> <ul style="list-style-type: none"> <li>● Past: In the past, Information Services had done a lot of in-person programming and computer help, assisting in computer labs. This was successful with program attendance of 2,712 visits.</li> <li>● Present: Currently the in-person programming that has not been offered for the last several months has been offered in an online format. Computer help has evolved to accommodate the need for social distancing and virtual options.</li> <li>● Future: For the next two months, programming will be offered in person and will transition back to online through the rest of the year. The Information Services Department will continue to grow and evolve to adapt with the ever-changing environment.</li> </ul>
10	<p>Clifton Branch Steering Committee Report</p> <ul style="list-style-type: none"> <li>● At the recent Steering Committee meeting, the UTA students presented four possible models for the Clifton Branch. Each of the members of the committee were asked to give feedback to be compiled and given to the students.</li> <li>● Marmot Library Network issued a letter of intent for a partnership arrangement at the Clifton location. Cyphers moved that the proposed partnership with Marmot Library Network as outlined within the Letter of Intent be accepted, Mahre seconded the motion. <b>Motion carried.</b></li> </ul>
11	<p>Audit Committee Report</p> <ul style="list-style-type: none"> <li>● During the Committee meeting on July 14<sup>th</sup>, the committee reviewed the responses to the RFP for audit services. The committee recommended that MCL continue to use the current provider, Chadwick, Steinkirchner, Davis &amp; Co.,P.C.; for audit services. Barnett moved that MCL accept the committee’s recommendation and continue to use the current auditor, Walton seconded the motion. <b>Motion carried.</b></li> </ul>

12	<p>Good Governance Committee Report</p> <ul style="list-style-type: none"> <li>The Good Governance Committee was unable to meet; the meeting has been rescheduled to August 3, 2020.</li> </ul>
13	<p>Policy for Review: Capital Debt Policy</p> <ul style="list-style-type: none"> <li>The revisions that were previously made to the Capital Debt Policy were removed upon the recommendation after a legal review. The policy was brought back to its original verbiage, with the addition of an introductory sentence. Mahre moved that the policy be approved as proposed, Walton seconded the motion. Motion carried.</li> </ul>
14	<p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> <li><i>Location and Time of Next Meetings (all virtual meetings will be via Zoom):</i> <ul style="list-style-type: none"> <li>Clifton Branch Steering Committee Meeting: August 13, 2020 4:00pm</li> <li>Good Governance Committee: August 3, 2020 4:00pm via Zoom</li> <li>Regular Meeting: 5:30 p.m. on August 27, 2020 via Zoom and in Monument Meeting Room</li> </ul> </li> </ul>
15	<p>Adjournment</p> <ul style="list-style-type: none"> <li>Cyphers moved to adjourn the meeting at 7:18p.m.; Walton seconded the motion. <b>Motion carried.</b></li> </ul>

Minutes submitted by Nikki Coolbaugh, MCL Executive Support Coordinator.

*Barry Blanchard*

*Chris Mahre*

Barry Blanchard – MCL Board President

Chris Mahre – MCL Board Secretary

Date: 09/01/2020