



Mesa County Libraries
BOARD
 OF **TRUSTEES**
 • BOARD MEETING •

MINUTES

Date and Time: Thursday, October 29, 2020 – 5:30 p.m.
 Location: 443 N. 6th St. Grand Junction, CO- Mesa Community Room
 Or Virtual Meeting via Zoom

#	Agenda Item
1	Opening: Call to Order and Roll Call <ul style="list-style-type: none"> • Board President Blanchard called the meeting to order at 5:31 p.m. A quorum was present. • BOARD PRESENT: Barry Blanchard, Cindy Cyphers, Candice Walton, Chris Mahre, Abby Landmeier, Elaine Barnett, Dean DiDario • STAFF PRESENT: Michelle Boisvenue-Fox, Nikki Coolbaugh, Shana Wade, Karen Kllanxhja, Blair Wade, Cydney Clink, Shawn Cwalinski, Brandee O’Brien, Bob Kretschman, Betsey Dick, James Price • COMMUNITY MEMBERS PRESENT: Patricia Johns
2	Approval of Agenda <ul style="list-style-type: none"> • Cyphers moved to approve the agenda as written; the motion was seconded by Walton. Motion carried.
3	Approval of Minutes – September 24, 2020 <ul style="list-style-type: none"> • Walton moved to approve the minutes as drafted; Cyphers seconded. Motion carried.
4	Citizens to be Heard <ul style="list-style-type: none"> • Patricia Johns discussed the Discovery Garden Committee and their preparation for garden cleaning for the end of the season. Johns also expressed concern about the way that volunteers are treated and their value in the culture of MCL.
5	Director and Administrative Updates <ul style="list-style-type: none"> • <i>Director Report from Library Director Michelle Boisvenue-Fox</i> <ul style="list-style-type: none"> ○ Employees now have a wellness reimbursement (formerly fitness reimbursement) with expanded benefits to cover different types of services to encourage overall employee wellness. ○ MCL is taking part in a Random Acts of Kindness program by distributing donated books around the community left randomly. The board was encouraged to take part if interested. ○ Deering will send out a reminder of lockdown procedures to staff in order to encourage preparedness for any post-election disturbances at library locations. ○ There was discussion on the current partnership between MCL and the DeBeque school district. • <i>Statistics Report from Library Associate Director Shana Wade</i> <ul style="list-style-type: none"> ○ January and February 2020 saw the second highest circulation in MCL history; this is due to auto-renewals and eliminating overdue fines. MCL was on track to have the highest circulation year ever until March when closures happened. In person visits have plateaued, which has been encouraged to promote social distancing. Circulation levels have reached normal levels again. ○ Social media followers and virtual programs continue to be high. Adult Learning Center programs are now in full swing. Curbside services continue to see usage even with lowered restrictions. • <i>Report from Finance Director Blair Wade</i>

	<ul style="list-style-type: none"> ○ Revenue collection for the year is at 95.2% of the budget with an uncollected amount of \$379,000. This has been updated with the Board’s approved budget revision from the September Board meeting. ● <i>Development Report from Development Director Karen Kllanxhja</i> ○ Friday October 7th will be the last Friends of MCL Friday book sale, the book sales will be moved to Saturdays moving forward. ○ The Culture Fest Art Show entries are currently hanging in the east hallway. There will be a virtual awards presentation November 6th. Culture Fest interviews will be online this year. ○ Boisvenue-Fox and Kllanxhja have met with Western Colorado Community Foundation. ○ United Way funding application and another round of DOLA COVID-19 funds application have been submitted.
	<p>On the Horizon</p> <ul style="list-style-type: none"> ● Elimination of fines statistics will be updated in January, including a community survey.
6	<p>COVID-19 Update from Director Michelle Boisvenue-Fox</p> <ul style="list-style-type: none"> ● Currently MCL is working with Mesa County Department of Public Health to get their 5-star variance protection for all locations in order to stay open as long as possible. ● MCL is currently working through the procedure on how to share information when staff has a positive COVID test. Closing procedures are being revised and updated with staff with a continued emphasis on transparency.
7	<p>Branches Report- Shawn Cwalinski and Shanachie Carroll</p> <ul style="list-style-type: none"> ● Cwalinski introduced the Branch Staff and discussed the restructuring of the supervision of Branches in 2020. There were stories shared from branch staff about their programs and relationships with patrons. ● Carroll shared successes of the programming that they do at the branches and the partnerships that they have cultivated.
8	<p>Social Worker Discussion</p> <ul style="list-style-type: none"> ● Boisvenue-Fox reviewed the supplemental Social Worker information that was distributed and discussed a potential partnership with Mind Springs. Boisvenue-Fox has had community discussions with nine local organizations about hosting Social Workers. There were different models of partnerships that were discussed with the Board. ● In a conversation with the Sherriff’s Office, Boisvenue-Fox was introduced to Mind Springs. Mind Springs has offered to provide a full-time clinician, as well as possible additional support from a caseworker paid for on their budget that would be co-located at MCL. They have offered to start the partnership as soon as possible. ● Mahre made a motion for Boisvenue-Fox to enter into negotiation with Mind Springs for a Memorandum of Understanding (MOU) to be reviewed by MCL’s attorney and to be brought to the Board for final approval, Walton seconded the motion. Motion carried.
9	<p>Staff Satisfaction Survey</p> <ul style="list-style-type: none"> ● Boisvenue-Fox discussed the report on the Staff Satisfaction Survey that was administered to staff in August. The Managers are currently reviewing recommendations from staff offered to address issues identified in the survey.
11	<p>Review of Second Draft of 2021 Budget and Public Hearing</p> <ul style="list-style-type: none"> ● Public Hearing: Blanchard asked to put the meeting into a Special Session for the sole purpose of public hearing in accordance with C.R.S. 29-1-108 to review the Second Draft of the 2021 budget. <ul style="list-style-type: none"> ○ Attendees were: Barry Blanchard, Cindy Cyphers, Candice Walton, Abby Landmeier, Dean DiDario, Chris Mahre, Elaine Barnett, Michelle Boisvenue-Fox, Shana Wade, Karen Kllanxhja, Blair Wade, Nikki Coolbaugh, Shanachie Carroll, Shawn Cwalinski, Andy Hamilton, Cydney Clink, Brandee O’Brien, Bob Kretschman and Patricia Johns. ● Blanchard inquired if there were any citizens to be heard in regards to the public hearing. No citizens to be heard.

	<ul style="list-style-type: none"> • B. Wade discussed the changes made to the 2021 Second Draft Budget since the First Draft Budget. There were revisions due to assessment rates being received from the county. Also, employee benefits were revised to include updated costs on vision and dental insurance price decreases. More changes are anticipated prior to final budget approval, including some revisions on capital expenditures and health insurance premium updates. • A motion was made and seconded to end the public hearing and return to the regular Board Meeting. Motion carried.
12	<p>Clifton Branch Steering Committee Report</p> <ul style="list-style-type: none"> • The committee met and had another presentation on the updated concept designs from the UTA students. There was also discussion on community forums to discuss the information that the students have thus far. The forums will be December 2nd for the local community and December 5th for the neighbors of the new branch. The committee will also be offering feedback on the designs to the students.
13	<p>Personnel Committee Report</p> <ul style="list-style-type: none"> • The committee met and reviewed the updates made, the revised handbook was distributed with changes made as well as notes made from legal. • Cyphers requested to change page 2 “amongst” to “among” as well as page 21 change the word “company” to “employer”. B. Wade made a recommendation to edit the changes to the sick leave policy to be consistent with the current sick leave policy. • The handbook will be edited to reflect changes and will be brought to the regular December meeting.
15	<p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> • <i>Location and Time of Next Meetings (all virtual meetings will be via Zoom):</i> <ul style="list-style-type: none"> ○ Clifton Branch Steering Committee Meeting: Date and time TBD ○ Good Governance Committee Meeting: Date and time TBD ○ Finance Committee Meeting: Date and time TBD ○ Regular Meeting: 5:30 p.m. on December 3, 2020 via Zoom ○ Topics for next meeting: Final 2021 Budget, 2021 Employee Handbook, Social Worker MOU, 2021 Meeting Schedule, 2021 Strategic Plan Update, Election of Officers
15	<p>Adjournment</p> <ul style="list-style-type: none"> • Cyphers moved to adjourn the meeting at 8:20 p.m.; Walton seconded the motion. Motion carried.

Minutes submitted by Nikki Coolbaugh, MCL Executive Support Coordinator.

Barry Blanchard

Barry Blanchard – MCL Board President

Chris Mahre

Chris Mahre – MCL Board Secretary

Date: 12/03/2020