



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 1, 2021 – 12:00 p.m.

Location: Virtual Meeting via Zoom

#	Agenda Item
1	<p>Opening</p> <ul style="list-style-type: none">• <i>Call to Order and Roll Call:</i><ul style="list-style-type: none">○ Cindy Cyphers called the meeting to order at 12:01 p.m.○ BOARD PRESENT: Cindy Cyphers, Candice Walton○ STAFF PRESENT: Michelle Boisvenue-Fox, Nikki Coolbaugh, Karen Kilanxhja, Shana Wade, Shawn Cwalinski, Bob Kretschman○ COMMUNITY MEMBERS PRESENT: Steve Watson (MCLF), Barry Blanchard (Community Member), Chris Endreson (UTA), Brandon Cole (Marmot), Sean Hanson (Marmot), JB Weise (Marmot), Germaine Low (UTA Student), Karen Schultz (UTA Student), Lydia Prather (UTA Student), Alex Hardesty (UTA Student), Paige Johnson (UTA Student)• <i>Review of Agenda:</i> The agenda was accepted as presented.
2	<p>Owner's Representative Update</p> <ul style="list-style-type: none">• A contract has been signed with the Owner's Representative, Wember. There has been communication on the next steps including the Architect RFP and how interviews will be conducted.
3	<p>Architect RFP Update</p> <ul style="list-style-type: none">• Requests for Proposals from Architects will be due on April 9th. The interviews for architects will be conducted and a recommendation will be made to the full Board of Trustees at the April Board Meeting. 70 companies have downloaded the request for proposals, MCL can expect between 10-13 responses.
4	<p>UTA Presentation</p> <ul style="list-style-type: none">• The UTA students presented their final presentation for the design of the new Clifton Branch.
5	<p>Next Steps</p> <ul style="list-style-type: none">• The building committee will continue to meet and collaborate with the Owner's Representative and move forward with RFPs and contracts.• There will be a capital campaign committee meeting in order to plan the fundraising process. The committee will work with Ryan Sawyer Marketing on the campaign.
6	<p>Adjournment</p> <ul style="list-style-type: none">• Meeting was adjourned at 12:49 p.m.

Minutes submitted by Nikki Coolbaugh, MCL Executive Support Coordinator.