



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

MINUTES

Date and Time: Thursday, October 28, 2021 – 5:30 p.m.

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

#	Agenda Item
1	Opening: Call to Order and Roll Call <ul style="list-style-type: none"> <li>• Board President Cyphers called to order the regular meeting at 5:30 p.m. A quorum was present.</li> <li>• BOARD PRESENT: Cindy Cyphers, Candice Walton, Elaine Barnett, Abby Landmeier, Dean DiDario, Sue Conry</li> <li>• BOARD ABSENT: Alice Dow</li> <li>• STAFF PRESENT: Michelle Boisvenue-Fox, Nikki Coolbaugh, Cydney Clink, Jennifer Deering, Karen Kllanxhja, Shana Wade, Blair Wade, Shanachie Carroll, Emily McConnell, Susie Robertson, Shawn Cwalinski, Lisa Solko, Ike Rakiecki, Bob Kretschman, Betsey Dick, Sandra Nunez-Currier.</li> <li>• GUESTS PRESENT: Mary Watson</li> </ul>
2	Approval of Agenda <ul style="list-style-type: none"> <li>• Cyphers moved to approve the agenda by acclamation with no objection. <b>Motion carried.</b></li> </ul>
3	Approval of Minutes – September 30, 2021 <ul style="list-style-type: none"> <li>• Cyphers moved to approve the minutes from the September 30, 2021 Board of Trustees meeting by acclamation with no objection. <b>Motion carried.</b></li> </ul>
4	Citizens to be Heard <ul style="list-style-type: none"> <li>• None</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>○ Monthly, Mind Springs will continue to work with the library’s security team.</li> <li>○ The new Development Director, Kendra Rhodes, has been hired and will start November 2<sup>nd</sup>. Karen Kllanxhja’s last day is October 29<sup>th</sup>.</li> <li>○ Boisvenue-Fox gave further explanation on pop-up libraries.</li> </ul> </li> <li>• <i>Statistics Report from Associate Director Shana Wade</i> <ul style="list-style-type: none"> <li>○ Per the request of Conry, S. Wade included a new column for 2019 statistics in the report to give the Board a more accurate idea of typical usage pre-COVID. Percent change still covers year over year changes.</li> <li>○ A few areas, including e-resource use, Adult Learning program attendance and social media followers, are back to pre-COVID numbers. Other areas are continuing to increase, but are not back up to normal numbers. The spike in program participation in the month of September is due to Comic Con, which did not happen in-person for 2020.</li> </ul> </li> <li>• <i>Financial Report from Finance Director Blair Wade</i> <ul style="list-style-type: none"> <li>○ With 75% of the year elapsed, the District has collected 99.2% of budgeted revenue, and has spent 63.2% of budgeted expenditures. The biggest discrepancy is in the capital project expenditure that was projected to be spent earlier this year. With this amount removed, expenditures are closer to 70% of budget.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Comic Con was a revenue generator for 2021, which is not typical for Comic Con in the past. These funds will be allocated back to the Library Foundation and will be used for Comic Con in 2022.</li> <li>● <i>Development Report from Development Director Karen Kllanxhja</i> <ul style="list-style-type: none"> <li>○ The Library will receive \$15,499 from the ARPA Library Grant, this is \$3,000 more than expected. The State Library Grant will be \$41,767, which is also more than expected.</li> <li>○ The Friends Annual Book Sale was October 21-23 and generated \$6,318 in revenue, which was approximately \$1,300 more than the amount raised at the last sale.</li> </ul> </li> <li>● <i>On the Horizon Report from Library Director Michelle Boisvenue-Fox</i> <ul style="list-style-type: none"> <li>○ The Lowe’s Grant received for the Discovery Garden will not need to be spent until December. Originally this was scheduled to be spent in October, but Lowe’s gave an extension due to contractor and supply issues.</li> </ul> </li> </ul>
6	<p>COVID-19 Update</p> <ul style="list-style-type: none"> <li>● With the October Book sale, a big concern was safety with COVID-19. Masks and PPE were offered and it seemed that there were no major issues.</li> <li>● With the upcoming approval of COVID-19 vaccines for 5-11 year old children, the Library District has been supporting the Health Department by allowing the vaccine bus to be parked at the Central Library to increase access.</li> </ul>
7	<p>Branch Services Report by Shawn Cwalinski and Shanachie Carroll</p> <ul style="list-style-type: none"> <li>● Shanachie and Shawn gave a presentation on each of their employees in the Branches and all of the current events, updates and programs in the Branches.</li> </ul>
8	<p>Strategic Roadmap Presentation</p> <ul style="list-style-type: none"> <li>● The Strategic Plan ends in 2022, this means that a new Strategic Plan will need to be worked on throughout the year in 2022. Sandra, Lisa and Ike are part of the committee working on the Strategic Roadmap and presented on the steps and progress that they have gone through during the planning process.</li> <li>● The Strategic Roadmap Committee will present again to the Board at the October 2022 meeting.</li> </ul>
10	<p>Second Draft MCL 2022 Budget Presentation and Public Hearing</p> <ul style="list-style-type: none"> <li>● B. Wade presented the second draft of the MCL 2022 Budget.             <ul style="list-style-type: none"> <li>○ MCL’s biggest revenue stream comes from property and specific ownership taxes. The MCL budgeted revenue for 2022 is \$8,361,902; of this amount, \$7.9 M is tax revenue. Additional revenue comes from operating revenue, gifts, grants and other miscellaneous income items. Property valuations increased 6.1% in 2022 to \$2.3B from \$2.17; this means that Mesa County Libraries will see a modest increase in property tax revenue income. The mill levy for MCL will continue at 3mills.</li> <li>○ Expenditures for MCL’s 2022 budget will total \$7,549,000, 61.09% of which will be employee compensation and benefits. This includes the new wage scale that was presented at the September meeting.</li> <li>○ The 2022 budget does include capital expenditures from the capital project fund in total of \$8,695,900. Capital improvements that have been delayed have moved from the 2021 budget to the 2022 budget.</li> <li>○ The only expected changes to this budget before the final budget in December are: accurate property tax revenue numbers due to delayed final property assessments, and finalized employee benefits costs.</li> </ul> </li> <li>● Cyphers asked if there were any public comments in regards to the Second Draft MCL 2022 Budget.             <ul style="list-style-type: none"> <li>○ Solko commented that the library has always been generous to the community and it would be greatly appreciated from staff if they were kept in consideration as wages increase in the community.</li> <li>○ There were no further public comments.</li> </ul> </li> </ul>

	<p>Clifton Branch Update</p> <ul style="list-style-type: none"> <li>• Boisvenue-Fox shared some boards created by the MCL architects. These are in preparation for the December open house at Rocky Mountain Elementary.</li> <li>• The Friends of MCL and MCL Foundation Board have been updated about the county's proposal to move the Clifton Library project from the existing property on F Road to the campus next door to Rocky Mountain Elementary. Both groups are in support of this change.</li> <li>• At the January Board Meeting, Wember, the Owner's Representative for the Clifton Project, will be presenting. At this presentation there will be discussion on square footage and budget of the new Library.</li> </ul>
11	<p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> <li>• <i>Location and Time of Next Meeting:</i> <ul style="list-style-type: none"> <li>○ Regular Meeting: 5:00 p.m. December 2, 2021</li> <li>○ Good Governance Committee: Date and Time TBD</li> <li>○ Executive Committee: Date and Time TBD</li> <li>○ Special Meeting: 5:00 p.m. December 13, 2021 via Zoom</li> </ul> </li> <li>• <i>Suggested Agenda Items for Upcoming Meetings:</i> <ul style="list-style-type: none"> <li>○ Intergovernmental Agreement possibly</li> <li>○ New Trustees possibly</li> </ul> </li> </ul>
12	<p>Adjournment</p> <ul style="list-style-type: none"> <li>• DiDario moved to adjourn the meeting at 6:45 pm, Walton seconded the motion. <b>Motion carried.</b></li> </ul>

Minutes submitted by Nikki Coolbaugh, MCL Executive Support Coordinator.