



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

MINUTES

Date and Time: Thursday, February 24, 2022 — 5:30 p.m.
 Location: Central Library, 443 N. 6th St., and virtual via Zoom

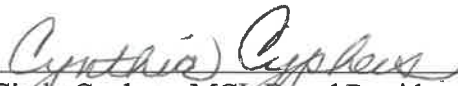
#	Agenda Item
1	<p>Opening: Call to Order and Roll Call Board President Cyphers called to order the regular meeting at 5:31 p.m. A quorum was present. BOARD PRESENT: Cindy Cyphers, Sue Conry, Alice Dow, Abby Landmeier, Randy Spydell, Candice Walton. BOARD ABSENT: Mary Watson. STAFF PRESENT: Michelle Boisvenue-Fox, Blair Wade, Jennifer Deering, Shanachie Carroll, Rachel Hanson, Shawn Cwalinski, Emily McConnell, Lisa Solko, Kendra Rhodes, Reggie Smith, Bob Kretschman, Shana Wade. GUEST PRESENT: Dave Detwiler.</p>
2	<p>Approval of Agenda</p> <ul style="list-style-type: none"> • Cyphers moved to approve the agenda by acclamation with no objection. <p>Motion carried.</p>
3	<p>Approval of Minutes – January 27, 2022</p> <ul style="list-style-type: none"> • Cyphers requested one change in the January 27 minutes, as follows: In Item 9, second bullet point, add “Dow requested that the board not review policies in April. This will push the policies reviewed back one month.” • Spydell moved to approve the minutes as amended. Walton seconded the motion. Motion carried.
4	<p>Citizens to be Heard</p> <ul style="list-style-type: none"> • There were no citizens to be heard.
5	<p>Director and Administrative Updates <i>Director Report from Library Director Michelle Boisvenue-Fox</i></p> <ul style="list-style-type: none"> • Boisvenue-Fox introduced Reggie Smith, who started that day as the new Executive Support Coordinator. • The library is scheduled to make its annual presentation to Mesa County Commissioners at 2 p.m. February 28. • The library held its annual Staff Development Day February 21, and staff attended in two groups for pandemic safety. Staff were given information and practice opportunities with user-experience tools they will use to help gather input from stakeholder groups for use in developing the library’s new Strategic Roadmap. A variety of stakeholder groups were identified after a public questionnaire was distributed, and one of the respondents’ top concerns was community-building.

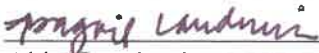
	<ul style="list-style-type: none"> • A Community Anthology published by the library, the Western Colorado Writers Forum, Friends of the Library and the Western Colorado Community Foundation is now available for \$10 per copy. • The Board information page on the library website will feature individual photos of board members instead of a group photo. Board members were asked to schedule professional portraits at the 970West Studio. • Cyphers welcomed Smith to the library, encouraged board members to attend the County Commissioners’ meeting, and noted that board photos need to be professional quality. • Landmeier congratulated library management and staff for conducting Staff Development Day safely. <p><i>Statistics Report from Associate Director Shana Wade</i></p> <ul style="list-style-type: none"> • Wade pointed out that large increases in numbers from January 2021 to January 2022 were due to the library’s pandemic-related closure January 1-18, 2021. • In addition, a notable increase in patrons occurred in mid-January 2022 when free KN95 masks became available at all library locations. That rise in visitor traffic continued through the rest of January. • Landmeier is interested in statistics comparing MCL to other peer libraries as well as historical data available in Library Research Service (LRS). <p><i>Financial Report from Finance Director Blair Wade</i></p> <ul style="list-style-type: none"> • The Comparative Balance Sheet has been updated in light of new GASB guidance on recognizing leases over time. • A “Construction in Progress” line item was added to track spending on the new Clifton Branch. It will be updated annually. • The Month to Date Operating Revenue Collection was misstated. It is in the negative for 2022 due to a loss in investments, not the money market account. <p><i>Development Report from Development Director Kendra Rhodes</i></p> <ul style="list-style-type: none"> • First Quarter work has focused on applying for grants and completion of a Colorado Department of Local Affairs grant application for the new Clifton Branch. • The Mesa County Libraries Foundation Board welcomed one new member in February and is actively searching for new members to replace three board members who will rotate off in October. • Friends of the Library met in January to approve library requests for funding. Cyphers mentioned a special Spring big book sale.
6	<p>Report from Rachel Hanson, Human Resources</p> <ul style="list-style-type: none"> • The library has 94 employees with one hire in process. • In the past year, two positions have gone from part-time to full-time. • Since August, there have been nine promotions. • The average tenure of a library employee is five years. • The top reason for staff turnover is people leaving for another job, school, or educational opportunity. • The library has experienced some difficulty in filling positions as a result of “The Great Reconsideration,” a social trend during the pandemic that has seen people leaving their jobs and being choosy about others as they reconsider what

	<p>they are doing in life. For example, one candidate was a no-show to an interview, four candidates were lost to other offers, and one declined the library's job offer because they wanted more pay.</p> <ul style="list-style-type: none"> • The Orchard Mesa Branch is the library's training site for new library assistants. • Early feedback on the library's switch to Cigna for health insurance is positive. • In response to questions from Spydell, Hanson said most staff enjoy working at the library, and some need to be reminded to take vacation time before their accumulated hours hit the maximum allowed. Hanson also said the library values and encourages professional development. • Walton requested results of the most recent Employee Satisfaction Survey when they are compiled.
7	<p>2021 Strategic Plan Activities: Wrap-Up</p> <ul style="list-style-type: none"> • Boisvenue-Fox reported that library staff worked hard to complete most provisions of the Strategic Plan. • Pop-Up Libraries will be used to build strategic relationships with communities in Mesa County. The first Pop-Up Library will be held March 23 at Rocky Mountain Elementary School Park in Clifton. More Pop-Up Libraries will follow, beginning in June. • Boisvenue-Fox provided updates on the Mirrors and Windows Reading Experience, a successful reading challenge held in 2021, and the Equity Task Force, a library panel that promotes diversity, equity, and inclusion at Mesa County Libraries.
8	<p>Clifton Branch Update Intergovernmental Agreement (IGA) between Mesa County and MCL</p> <ul style="list-style-type: none"> • Boisvenue-Fox said a grant application for the new Clifton Branch project will be submitted to the Colorado Department of Local Affairs this week, and the library has had positive feedback from the agency's representative. • Boisvenue-Fox reported that the draft IGA is with Mesa County for their review. The county expects to review a draft next week. • The library is working with the county to ensure that the new branch's location includes space for future expansion. • The library's groundbreaking is planned in June. • Architects have completed the design development stage, and a pricing update is in progress. • Detwiler, the owner's representative on the project, complimented Mesa County's cooperation on the project and site design. • The board viewed new architectural renderings of the proposed building. • Spydell asked about the possible effects of IGA provisions on the project budget. Detwiler responded that the project budget contains a line item to account for such possible effects. • Detwiler has met with the planning department so they understand the project.
9	<p>Non-Discrimination Policy</p> <ul style="list-style-type: none"> • The board considered updates to the library's Non-Discrimination Policy.

	<ul style="list-style-type: none"> Hanson reported that the proposed update removes provisions that are not present in a model policy prepared by the Employers' Council and includes others that are in the model. Conry said she likes the addition of more inclusive language that prohibits discrimination against individuals for "traits historically associated with race." Conry made a motion to approve the Non-Discrimination Policy as amended. Landmeier seconded the motion. Motion carried.
10	<p>Resolution #22-02 – A Resolution to Support Colorado Department of Local Affairs Energy/Mineral Impact Assistance Fund (EIAF) Grant Application</p> <ul style="list-style-type: none"> Dow asked if there are any concerns about the third bullet point discussing an intergovernmental agreement. Boisvenue-Fox responded that the library expects to have a completed agreement with Mesa County soon. Rhodes added that the Mesa County Commissioners provided a letter of support for the application, signed by all commissioners. Landmeier made a motion to approve Resolution #22-02. Cyphers seconded the motion. Motion carried.
11	<p>Upcoming Board Meetings</p> <p><i>Location and Time of Next Meeting:</i></p> <ul style="list-style-type: none"> Regular Meeting: 5:30 p.m. Thursday, March 31, 2022, at the Central Library <p><i>Suggested agenda items for upcoming meetings:</i></p> <ul style="list-style-type: none"> Move the Clifton Branch Update to a position earlier on the agenda. Employee Satisfaction Survey Regular Department Report Review Code of Conduct <p>Other:</p> <ul style="list-style-type: none"> Spydell said he attended a Second Saturday event at the Collbran Branch (the event was held in a nearby church basement to accommodate more visitors), and the presenter was outstanding. He asked if the library could schedule the same presentation at another library location in Grand Junction so a larger audience could attend. Shana Wade responded that library staff are developing a programming model to encourage staff cooperation so presenters can appear at multiple locations. Spydell also suggested that the library or a library friends group help improve presentation facilities at the Collbran church site to improve technical quality of future library presentations.
12	<p>Adjournment</p> <ul style="list-style-type: none"> Spydell made a motion to adjourn the meeting at 6:56 p.m. Walton seconded the motion. Motion carried.

Minutes submitted by Bob Kretschman, MCL Communications Manager


Cindy Cyphers, MCL Board President


Abby Landmeier, MCL Board Secretary

Date: 3/31/22