



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

## MINUTES

Date and Time: Thursday, April 28, 2022 — 5:30 p.m.

Location: Central Library, 443 N. 6th St., Grand Junction, CO

#	Agenda Item
1	<p>Opening: Call to Order and Roll Call</p> <p>Board President Cyphers called to order the regular meeting at 5:30 p.m. A quorum was present.</p> <p>BOARD PRESENT: Cindy Cyphers, Sue Conry, Alice Dow, Abby Landmeier, Randy Spydell, Candice Walton, Mary Watson (joined meeting at 6:10 p.m.).</p> <p>STAFF PRESENT: Michelle Boisvenue-Fox, Blair Wade, Kendra Rhodes, Shana Wade, Shawn Cwalinski, Elizabeth Bush, Shanachie Carroll, Brevin Currier, Lisa Solko, Bob Kretschman.</p> <p>GUESTS PRESENT: Dave Detwiler, Dylana Gross.</p>
2	<p>Approval of Agenda</p> <ul style="list-style-type: none"><li>Cyphers moved to approve the agenda by acclamation with no objection.</li></ul> <p><b>Motion carried.</b></p>
3	<p>Approval of Minutes – March 31, 2022</p> <ul style="list-style-type: none"><li>Cyphers moved to approve the minutes by acclamation with no objection.</li></ul> <p><b>Motion carried.</b></p>
4	<p>Citizens to be Heard</p> <ul style="list-style-type: none"><li>No citizens to be heard.</li></ul>
5	<p>ColoTrust Presentation</p> <ul style="list-style-type: none"><li>Dylana Gross, vice president of investment advising services for ColoTrust, presented information at the invitation of Blair Wade, MCL Finance Director.</li><li>ColoTrust is a local government investment pool established in 1985. Its three goals for invested funds are safety, liquidity, and yield. It is operated by Public Trust Advisors LLC, a nationwide firm that manages government investment pools.</li><li>Gross described funds within ColoTrust's offerings that might be of interest to Mesa County Libraries (MCL). She described features of a ColoTrust account.</li><li>More information about investment of MCL funds will be considered by the Board of Trustees at their May meeting.</li></ul>
6	<p>Clifton Branch Update</p> <ul style="list-style-type: none"><li>Boisvenue-Fox reported that MCL and Mesa County officials met to further discuss aspects of the pending Intergovernmental Agreement (IGA) for the proposed D 1/2 Road location for the new Clifton Branch. Mesa County officials know that MCL wants to see all parts of the proposed IGA before approving it. MCL informed Mesa County about the Clifton Branch Project's construction schedule, and Mesa County will provide MCL with a letter of</li></ul>

	<p>intent that the project is moving forward. Further meetings will occur between MCL and Mesa County on details of the IGA.</p> <ul style="list-style-type: none"> <li>• Cyphers expressed hope that communications between MCL and Mesa County will move the IGA and the project forward.</li> <li>• Boisvenue-Fox reported that the library is working with a real estate professional to prepare the F Road property for sale once an agreement is reached with Mesa County on the D 1/2 Road location.</li> <li>• Boisvenue-Fox said a Clifton residents' group is interested in helping with a fundraising effort for the new Clifton Branch.</li> </ul>
7	<p>Director and Administrative Updates</p> <p><i>Director Report from Library Director Michelle Boisvenue-Fox</i></p> <ul style="list-style-type: none"> <li>• Brevin Currier was introduced as the new executive support coordinator.</li> <li>• Board photos are now online on the board's web page at <a href="http://mesacountylibraries.org">mesacountylibraries.org</a>. Board members' library email addresses and a group email option also were added to the page.</li> <li>• Cyphers noted that many public inquiries made to board members about the library involve operational details, and library administration is better suited to respond to such inquiries.</li> <li>• Staff discussions resulting from the Staff Satisfaction Survey were held this week to elicit more-detailed information from staff members.</li> </ul> <p><i>Statistics Report from Associate Director Shana Wade</i></p> <ul style="list-style-type: none"> <li>• Library-use statistics, such as visitation numbers and program attendance, continue to rise, a positive trend as the community emerges from the pandemic.</li> <li>• Visitation and circulation numbers are tracking close to the pre-pandemic numbers of 2019.</li> </ul> <p><i>Financial Report from Finance Director Blair Wade</i></p> <ul style="list-style-type: none"> <li>• After recapping the financial reports included in the board packet, Wade noted that a new report had been included listing MCL transactions of \$150,000 or more. There were no such transactions in March 2022.</li> <li>• The lease for The Novel Cup coffee shop at Sixth Street and Grand Avenue was renewed for one year, with rent held steady. The relationship between the shop and the library has been beneficial to both.</li> <li>• An electric-vehicle charger for two vehicles was installed at the Central Library in December 2021. Since then, the charger has had 14 unique users, which may increase with more publicity about the charger's presence.</li> <li>• Alpine Wealth Management is scheduled to present at the May meeting, and board members were invited to send questions to Wade.</li> </ul> <p><i>Development Report from Development Director Kendra Rhodes</i></p> <ul style="list-style-type: none"> <li>• A Clifton Branch Project site visit by the Boettcher Foundation resulted in a grant contingent on groundbreaking. More grant presentations and grant decisions are expected in coming months.</li> <li>• In response to a board question, Rhodes and Blair Wade said the library does have records of donors from 2015 and back but they were saved in a format that isn't currently supported, limiting access. Converting these files to a readable format is labor and time intensive, work has been ongoing, by alphabetical order, as time and staff workload allows.</li> </ul> <p><i>On the Horizon Report from Library Director Michelle Boisvenue-Fox</i></p>

	<ul style="list-style-type: none"> <li>Boisvenue-Fox referred board members to the full report in their packets and highlighted a couple of items, including the Adult Learning Center's graduation in May and the beginning of outdoor storytimes, which worked well last year.</li> </ul>
8	<p>Board Presentation: Communications (including Volunteer &amp; Outreach)</p> <ul style="list-style-type: none"> <li>Bob Kretschman, communications manager, said the communications department is responsible for marketing and promotions of the library, as well as volunteers and promotional outreach efforts.</li> <li>The department tries to "Think Patron" in order to frame messaging in a way that library patrons and community members will easily understand.</li> <li>MCL uses a variety of communication channels to reach various audiences, including social media (such as Facebook, Instagram, Twitter, and TikTok), email newsletters, a podcast, print advertising, and broadcast advertising.</li> <li>Communications also oversees the Discovery Garden, which is staffed by volunteers. Several grant-funded improvements to the garden were completed in the past year, including microbasins along Fifth Street, construction of decomposed-granite pathways, and purchase of an accessible picnic table.</li> </ul>
9	<p>Finance Committee Report</p> <ul style="list-style-type: none"> <li>Walton reported on the recent Finance Committee meeting.</li> <li>Brief discussion took place about board presentations by ColoTrust and Alpine Wealth Management.</li> </ul>
10	<p>Upcoming Board Meetings</p> <p><i>Location and Time of Next Meeting:</i></p> <ul style="list-style-type: none"> <li>Regular Meeting: 5:30 p.m. Thursday, May 26, 2022, at the Central Library</li> </ul> <p><i>Suggested agenda items for upcoming meetings:</i></p> <ul style="list-style-type: none"> <li>ColoTrust Resolution.</li> <li>Alpine Wealth Management presentation.</li> <li>Three Finance Policy Reviews.</li> <li>Discussion and outline of library director's evaluation process.</li> </ul> <p><i>Board Comments:</i></p> <ul style="list-style-type: none"> <li>Landmeier reported that an ALA webinar about banned books was OK, but conversations about the topic with Boisvenue-Fox and Shana Wade were more helpful to her understanding. Landmeier is glad that MCL has good processes in place to evaluate challenges to books in the library's collection.</li> <li>Spydell outlined computer security steps that he urged others to consider, including using a password locker program, using a passphrase instead of a password, and using made-up answers to website security questions.</li> </ul>
11	<p>Adjournment</p> <ul style="list-style-type: none"> <li>Cyphers made a motion to adjourn the meeting by acclamation at 7:33 p.m.</li> </ul> <p><b>Motion carried.</b></p>

Minutes submitted by Bob Kretschman, MCL Communications Manager

Cynthia Cyphers

Cindy Cyphers, MCL Board President

Abigail Landmeier

Abby Landmeier, MCL Board Secretary

Date: 07/08/2022

Date: 07/06/2022

# Signature Certificate



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Abigail Landmeier

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