



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

MINUTES

Date and Time: Thursday, May 26, 2022 – 5:30 p.m.

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

#	Agenda Item
1	<p>Opening: Call to Order and Roll Call</p> <ul style="list-style-type: none"> ● Board President Cindy Cyphers called to order the regular meeting at 5:30 p.m. A quorum was present. ● BOARD PRESENT: Cindy Cyphers, Abby Landmeier, Alice Dow, Sue Conry, Mary Watson, Randy Spydell. BOARD ABSENT: Candice Walton ● STAFF PRESENT: Michelle Boisvenue-Fox, Kendra Rhodes, Brevin Currier, Bob Kretschman, Shanachie Carroll, Blair Wade (Virtual) ● GUESTS PRESENT: Amanda Miller (Virtual), Dave Detwiler (Virtual), Brita Fay, Todd Hollenbeck, Todd Starr, Gideon Bullock, Janet Rowland
2	<p>Approval of Agenda</p> <ul style="list-style-type: none"> ● Cyphers moved to approve the agenda as written by acclamation with no objection. Motion carried.
3	<p>Approval of Minutes – 4/28/2022</p> <ul style="list-style-type: none"> ● Rhodes asked that the minutes be amended on the Development Director’s Report item to clarify what type of donor records were available and that the wording should be changed to indicate the records are limited. ● The minutes for the April 2022 meeting were approved unanimously with an amendment by Rhodes.
4	<p>Citizens to be Heard</p> <ul style="list-style-type: none"> ● Brita Fay expressed her concern about an upcoming event at MCL. The event mentioned was a Drag King and Queen program. Her concern was that the event might encourage individuals, especially young individuals, not to accept scientific truths or social norms on the mentioned subject.
5	<p>Investments Update with Amanda Miller, Vice President Alpine of Wealth Management</p> <ul style="list-style-type: none"> ● Amanda Miller, Vice President of Alpine Bank Wealth Management, presented on the MCL’s investments. ● MCL has \$47,004.73 in money market, paying .26% annually, and expected to rise with the Fed increasing. ● There are two US Government agency issues for \$500,000, one maturing in December 2022 and the other in February of 2023 at \$1,004,043.09. This brings the total portfolio to \$1,051,047.82. ● As these mature, the funds are transitioned to the money market account. ● The performance charts show earnings are down .98%, but this is only a paper loss. As they mature, all of the principal will be earned back and earned income interest. ● Cyphers asked for clarification that MCL’s investment opportunities are limited as a tax-supported entity. Miller confirmed this. ● Dow asked what the typical maturation date is for the government agencies. Miller reported that they could be in several different time frames, such as one year or three years.
6	Clifton Branch Update

	<ul style="list-style-type: none"> ● Sale of F Road Property <ul style="list-style-type: none"> ○ Boisvenue-Fox reported that the Realtor has a suggested amount for the sale price of the F Road property. She also stated that there should be a discussion on whether the Board agrees with this amount, whether it should be different, and when to put the property for sale. ○ Cyphers stated that the purchase price was \$225,000 and that MCL had spent over \$83,000 on improvements. ○ Spydell stated that the suggested sale price of \$250,000 to \$300,000 is low. There was general agreement on the suggested price offered. ○ There was discussion on a sale price with emphasis on at least having a “break even” sale. ○ On the timing of the property listing, Detwiler, the owner’s representative on the Clifton Branch Project, mentioned that B. Wade’s figures show that funds from the sale are not necessary to have until April 2023. ○ B. Wade stated she was fine waiting a month to list the property for sale. She also added that the property could be listed as two parcels and potentially make more on the sale. ○ The board agreed to table the decision on asking price and find a second opinion from another Realtor and wait to list the property. ● Letter of Intent from Mesa County <ul style="list-style-type: none"> ○ Detwiler reported on the particulars of placement and land usage and maintenance in regard to the Letter of Intent from Mesa County. ○ Hollenbeck, representing Mesa County, reported that this is only a letter of intent, but there is much more to come; he indicated there could be modifications. ○ Starr, representing Mesa County, also reported on the letter of intent. He said the final agreement would have more specifics and numbers to finalize the agreement. Starr also said that the intergovernmental agreement (IGA) and collaboration is exciting to both parties. ○ Cyphers asked about the 40-year contract line in the letter of intent. Starr and Hollenbeck clarified how they came to this time period. Starr indicated that as technology develops, the library might change significantly in 40 years. ○ Conry asked when the IGA would be finished so that it could be completed before groundbreaking. Starr indicated that the agreement is a high priority in his office, and it should be complete by the end of June. ○ Dow asked for clarification of the percentages on maintenance and particulars of who would be responsible before and after construction. Hollenbeck said it would be the same before and after construction. ○ Hollenbeck asked if there should be changes made or if they should move forward with the agreement. ○ Boisvenue-Fox stated she accepted the 40-year contract with the explanation given by the County, with the hope that there could be specifications for renewal to help the relationship go longer than the 40 years. ○ Starr stated that the Commissioners were in favor of the agreement and in favor of it being a long relationship. ○ Starr asked to keep the process moving, knowing that there are some changes to be made. ○ Cyphers directed staff to accept the letter of intent. ● Detwiler reported that the first bids came in for the roofing and that they are in line with the existing budget. ● Detwiler also stated delivery times for roofing materials are delayed. He also stated that the building committee should move forward with a roofing package soon. ● Boisvenue-Fox asked about structural steel quotes. Detwiler confirmed that it is currently on projected timeline but would only know once a quote is submitted. ● Boisvenue-Fox reported on the samples for the stone, roofing, and the finish boards.
7	<p>Director and Administrative Updates</p> <ul style="list-style-type: none"> ● <i>Director Report from Library Director Michelle Boisvenue-Fox</i>

	<ul style="list-style-type: none"> ○ Boisvenue-Fox is working with managers to create a Request for Reconsideration for Programs form. This will be similar to the Request for Reconsideration of Materials form. This will not require a change in policy. ○ Boisvenue-Fox reported on the status of current Mind Springs partnership with one clinician and plans for obtaining a second clinician, though Mind Springs does not currently have a clinician to post at MCL. ○ Boisvenue-Fox reported on two Idea Development plans that are in progress. One is a C-Pen idea that will go into testing this summer in the Adult Learning Center (ALC). The second idea in development is an art supply station where patrons can donate art supplies and pick some for themselves as well. This will be managed by a CMU art student (also a staff member) for an internship this summer at MCL. ○ Conry asked why Board members’ personal email addresses were given to the public. Boisvenue-Fox believes the County gave these out. Boisvenue-Fox will speak to the County about this. ○ Watson asked if it would be possible to get an intern from Mind Springs rather than another clinician. ● <i>Statistics Report from Associate Director Shana Wade (Given by Boisvenue-Fox)</i> <ul style="list-style-type: none"> ○ S. Wade is attending a Marmot conference. ○ Visitation and program attendance numbers are increasing. This includes a Wild Horses presentation that was well attended. ○ Volunteers are coming back, and numbers are up. ● <i>Financial Report from Finance Director Blair Wade (Given by Boisvenue-Fox)</i> <ul style="list-style-type: none"> ○ Total revenue collection at the end of April is at 59.7% of the budget. ○ Operating expenditures year-to-date are at 31.6% of the budget with 33.3% of the year elapsed. ○ Capital expenditures year-to-date are at 2% of the budget. ○ There were no transactions for review greater than or equal to \$150,000 as of 4/30/2022. ○ B. Wade included a new report to keep track of the Clifton Capital Project. At the end of April, the District had a little less than \$7.5 million in available funds for the project. ● <i>Development Report from Development Director Kendra Rhodes</i> <ul style="list-style-type: none"> ○ The Campaign Committee is meeting regularly, both in April and May including the same week as the Board Meeting. ○ Rhodes now has more than 60 names as prospective donors. Rhodes confirmed that there are funders who are on track for continued meetings and donations over the next few months. ○ Rhodes and Boisvenue-Fox reported the DOLA Presentation had been given that morning and that it went well. ○ Cyphers asked how much funds the MCL Foundation has on hand. Rhodes reported that the number changes depending on endowments, and B. Wade confirmed the number was approximately \$924,000.
8	<p>Policy for Review: Banking and Cash Management Policy 2021</p> <ul style="list-style-type: none"> ● Removing reference to fines as MCL is now fine-free. ● Minor spelling correction. <ul style="list-style-type: none"> ○ Dow moved to accept the Banking and Cash Management Policy as submitted for board review; Watson seconded. Motion passed unanimously.
9	<p>Policy for Review: Budget Policy 2021</p> <ul style="list-style-type: none"> ● Addition of “and corrections.” <ul style="list-style-type: none"> ○ Watson moved to accept the Budget Policy as submitted for board review; Spydell seconded. Motion passed unanimously.
10	<p>Policy for Review: Investment Policy 2021</p> <ul style="list-style-type: none"> ● Subtraction of “and up to a maximum of 180 days.”

	<ul style="list-style-type: none"> ● Change to allow an investment advisor to provide guidance at Board’s request. <ul style="list-style-type: none"> ○ Addition that this request must also provide updates annually or by request. ● Dow moved to accept the Investment Policy as submitted for board review; Conry seconded. Motion passed unanimously.
11	<p>Resolution #22-04 – resolve to authorize Mesa County Public Library District to join with other local governments as a participant in the Colorado Local Government Liquid Asset Trust to pool funds for investment.</p> <ul style="list-style-type: none"> ● Boisvenue-Fox shared B. Wade’s note on this resolution, noting the suggested amount to invest of \$6-8 million, the benefits of investing, and the particulars of confirming the investment. ● Cyphers motioned to approve Resolution #22-04; R. Spydell seconded. Motion passed unanimously. ● The Board discussed the amount to move to ColoTrust, noting B. Wade’s suggestion would be \$6-\$8 million. ● Spydell motioned to move \$8 million to ColoTrust; Cyphers seconded. Motion passed unanimously.
12	<p>Review of Director Performance Evaluation Process</p> <ul style="list-style-type: none"> ● M. Boisvenue-Fox reported on the procedure for the Director’s Performance Evaluation.
13	<p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> ● <i>Location and Time of Next Meetings:</i> <ul style="list-style-type: none"> ○ Regular Meeting: 5:30 p.m. June 30 – Monument Community Room, Central Library ○ Finance Committee: TIME: July 14, 2022, 11:00 AM; LOCATION: Admin Conference Room ○ Audit Committee: TIME: June 23, 2022 at 12:00 PM; LOCATION: Virtual ● <i>Suggested Agenda Items for Upcoming Meetings:</i> <ul style="list-style-type: none"> ○ Advisor Craig Glogowski will present and answer questions on the Capital campaign and fundraising with Development Director Kendra Rhodes. ○ Joint meeting with MCL Foundation to participate in the fundraising conversation. ○ Audit Report ○ Executive Session for Director Review ● <i>Board Comments</i> <ul style="list-style-type: none"> ○ Landmeier spoke about the ALC graduation and its success.
14	<p>Adjournment</p> <ul style="list-style-type: none"> ● Conry moved to adjourn the meeting at 7:13 p.m.; Watson seconded. Motion carried.

Minutes submitted by Brevin Currier, MCL Executive Support Coordinator.


 Cindy Cyphers– MCL Board President


 Abby Landmeier – MCL Board Secretary

Date: June 30, 2022