



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

### MINUTES

Date and Time: Thursday, March 30, 2023 – 5:30 p.m.

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

#	Agenda Item	Person
1	Opening: Call to Order and Roll Call Board president Alice Dow called the meeting to order at 5:35 p.m. <b>BOARD PRESENT:</b> Alice Dow, Abby Landmeier, Mary Watson, Sue Conry, Randy Spydell. <b>STAFF PRESENT:</b> Honor Blevins, Shana Wade, Michelle Boisvenue-Fox, Ami Schiffbauer, Blair Wade, Rachel Hanson, Jennifer Deering, Shawn Cwalinski, Kim Smith, Elizabeth Bush, Emily McConnell, Bob Kretschman, Shanachie Carrol, Cydney Clink	Dow
2	Approval of Agenda Dow moved to accept the presented agenda via acclamation, with the removal of item 3. None opposed, <b>MOTION CARRIED.</b>	Dow
3	<del>Oath of Office – New Trustee</del> <del>• Sheryl Fitzgerald</del>	B. Wade
4	Approval of Minutes – February 23 <ul style="list-style-type: none"> <li>Dow moved to approve the presented minutes via acclamation. None opposed, <b>MOTION CARRIED.</b></li> </ul>	Dow
5	Review of Minutes - March 1 Audit Committee <ul style="list-style-type: none"> <li>Watson gave a report on the Audit Committees meeting earlier this month. Changes planned during the meeting can be found in the minutes for the 3/1/23 Audit Committee.</li> </ul>	Dow
6	Citizens to be Heard <i>There were no citizens to be heard at this time.</i>	Dow
7	Clifton Branch Update <ul style="list-style-type: none"> <li>The library has chosen a local supplier for furniture, and is under budget at just under \$300,000.</li> <li>There are issues with the main service desk with it arriving later than needed. Library Admin is working on a different solution.</li> <li>Library admin have met with the CMU Engineering team, as well as representatives from Clifton Water and Valor in order to complete the design of the water wall.</li> <li>The Library's construction is 35% complete.</li> <li>Planning has started on determining how long Clifton will be closed before moving into the new space.</li> </ul>	Boisvenue-Fox and Detwiler

	<ul style="list-style-type: none"> <li>There have been some comments questioning the sustainability of the Clifton Branch Project. The Library will start to publicize the sustainability practices it has already implemented as well as future plans in a library blog.</li> <li>The Library has officially signed a lease cancellation for the current Clifton location.</li> <li>There have been some questions with the County regarding the water meter on site for the library's opening; Clifton Water plans to figure something out.</li> </ul>	
8	<p>Director and Administrative Updates</p> <p><i>Director Report - Boisvenue-Fpx</i></p> <ul style="list-style-type: none"> <li>Boisvenue-Fox will be giving a tour of the Central Library to the County Commissioners.</li> <li>Boisvenue-Fox gave a presentation for the Colorado National Collaborative for Suicide Prevention on practices taken by the library to support staff's mental health.</li> <li>Library Admin will be meeting with the County for a solution to having a social worker onsite at the library.</li> </ul> <p><i>Statistics Report - S. Wade</i></p> <ul style="list-style-type: none"> <li>February visits and circulation are almost identical to 2021 and 2019.</li> <li>Programming numbers are significantly increasing at all locations.</li> <li>All other stats are as expected</li> </ul> <p><i>Financial Report - B. Wade</i></p> <ul style="list-style-type: none"> <li>With 16.7% of the year elapsed, 16.6% of the operating budget and 14.7% of the capital expenditures budget have been spent.</li> <li>There are two expenditures for the board to see over \$150K, which were both approved by Dow and Cyphers on a previous date. <ul style="list-style-type: none"> <li>FCI Constructors Inc \$375,344</li> <li>Mesa County's shared site development costs \$167,196</li> </ul> </li> <li>The 2022 Audit will be taking place the week of April 3, 2023.</li> </ul> <p><i>Development Report - Schiffbauer</i></p> <ul style="list-style-type: none"> <li>Schiffbauer has submitted 3 grant applications, and has been working with Trustee Landmeier for local rotary support.</li> </ul> <p><i>Human Resources Report - Hanson</i></p> <ul style="list-style-type: none"> <li>Hanson and B. Wade attended a Colorado Legal Updates session provided by the Employers Council.</li> </ul> <p>Open Positions</p> <ul style="list-style-type: none"> <li>Security Officer, 2 full-time</li> <li>Public Services, part-time</li> </ul> <p>Filled Positions</p> <ul style="list-style-type: none"> <li>Information Services Assistant, part-time</li> <li>Security Officer, part-time</li> </ul>	Boisvenue-Fox S. Wade B. Wade Schiffbauer Hanson
9	<p>Report from Jennifer Deering: Facilities</p> <ul style="list-style-type: none"> <li>Deering gave a presentation on Facilities, introducing the Board to her team and their responsibilities, as well as her goals for the department. The Board thanked her for the presentation.</li> </ul>	Deering
10	Volunteer Appreciation Day	Smith

	<ul style="list-style-type: none"> <li>• Volunteer appreciation week is April 16-22nd. This proclamation serves as a way for the board to show their appreciation of the library's volunteers.</li> <li>• Conry moved to approve the presented proclamation, Spydell seconded. None opposed, <b>Motion Carried.</b></li> </ul>	
11	<p>Freedom to Read Presentation</p> <ul style="list-style-type: none"> <li>• Boisvenue-Fox gave a presentation on the library's values regarding the Freedom to Read. <del>Including the updated request for consideration form.</del></li> </ul>	Boisvenue-Fox
12	<p>Policy for Review: Collection Development Policy</p> <ul style="list-style-type: none"> <li>• S. Wade covered proposed updates to the policy, citing Boisvenue-Fox's Freedom to Read presentation for reasoning.</li> <li>• Spydell moved to adopt the updated policy, with the addition of a minor change to the policy, Conry seconded. None opposed. <b>Motion Carried.</b></li> <li>• The board requested minor changes to be made to the Request for Reconsideration form.</li> </ul>	S. Wade
13	<p>Board Comments</p> <ul style="list-style-type: none"> <li>• Landmeier shared that the Foundation board is looking for committee members from the community, and requested the Board to share any names for consideration.</li> <li>• Conry confirmed the date of the upcoming Board retreat.</li> </ul> <p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> <li>• Board Meeting: 5:30 p.m. April 27, 2023</li> <li>• Board Retreat: 9:00 a.m. May 6, 2023</li> </ul> <p>Suggested agenda items for upcoming meetings</p> <ul style="list-style-type: none"> <li>• Program Report: Communications</li> <li>• Policy for Review: Meeting Room Policy</li> </ul>	Dow
14	<p>Adjournment</p> <ul style="list-style-type: none"> <li>• Dow moved to adjourn via acclamation at 6:54 p.m. none opposed, <b>Motion Carried.</b></li> </ul>	Dow

Minutes are submitted by MVL Executive Support Coordinator, Honor Blevins.

  
 Alice Dow, MCL Board President

  
 Mary Watson, MCL Board Secretary

Date: 4/27/23