



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

## Minutes

Date and Time: Thursday, May 25, 2023 – 5:30 p.m.

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

#	Agenda Item
1	<p>Opening: Call to Order and Roll Call            Board President Alice Dow called the meeting to order at 5:30 p.m. A quorum was present.  <b>BOARD PRESENT:</b> Alice Dow, Abby Landmeier, Randy Spydell, Cindy Cyphers, Sue Conry, Sheryl Fitzgerald, Mary Watson  <b>STAFF PRESENT:</b> Blair Wade, Michelle Boisvenue-Fox, Bob Kretschman, Shana Wade, Rachel Hanson, Emily McConnell, Shawn Cwalinski, Elizabeth Bush, Cydney Clink, Ami Schiffbauer  <b>GUESTS PRESENT:</b> Dave Detwiler, Barb, Carol, Dylana Gross</p>
2	<p>Approval of Agenda            Dow moved to approve the agenda as written via acclamation, none opposed. <b>Motion Carried.</b></p>
3	<p>Approval of Minutes – April 27, 2023            Dow moved to approve the minutes as written via acclamation, none opposed. <b>Motion Carried.</b></p>
4	<p>Citizens to be Heard</p> <ul style="list-style-type: none"> <li>● Barb – Shared with the Board concerns she had regarding certain titles and materials in the Library’s collection regarding teens.</li> <li>● Carol – Shared with the Board a series of titles in the Library’s collection that she viewed as harmful to teens and young adults.</li> </ul> <p>The Board thanked both citizens for their concerns. No further discussion or action took place.</p>
5	<p>COLOTRUST</p> <ul style="list-style-type: none"> <li>● Dylana Gross, director of investment services for COLOTRUST, gave an overview of the COLOTRUST program.</li> <li>● Since the District made its first contribution in June 2022, income earned is just shy of \$302,000.</li> <li>● There is estimated to be a 50% chance of a rate hike next month.</li> <li>● Dow requested B. Wade to share the materials presented with the Board.</li> </ul>
6	<p>Clifton Branch Update</p> <ul style="list-style-type: none"> <li>● Signage is being worked on with the County for the new location.</li> </ul>

- The project is 70% complete.
- The Water Wall project is on track.
- The first meeting of the community committee to select art for the upcoming Clifton Branch will be next week.
- Pricing for the Adult Learning Center is being worked out.
- Dates shared at the last meeting are still the same.
- Progress, budget, and contingencies are still in expected ranges.
- There are issues with delivery of rooftop HVAC units due to new federal energy codes. Meetings are ongoing about a portable HVAC unit to use until the ordered one is delivered, as well as other solutions.
  - There is discussion regarding the bill for the rental, WEMBER is trying to have the costs covered.
  - Detwiler estimates the rental HVAC will cost \$50,000.
- There should be no issue with moving the materials from the current branch to the new location. The building will not be open to the public until the HVAC system is solved.
- Full details and plans will be figured out in the coming weeks.

7

**Director and Administrative Updates**

- **Director Report**
  - The Library has updated and completed the 3 requests for reconsideration forms submitted last December since the library completed the forms with information from the submitter.
  - There have been 18 applications to the Executive Support Coordinator position.
  - The director's evaluation process is starting; Trustees were instructed on the process. The Executive Committee Meeting will be taking place in the week of June 19<sup>th</sup>.
  - The front sliding door is finished.
  - Public Services has done department-wide computer training.
  - The Orchard Mesa Branch has had a community vinyl-record painting project.
- **Statistics Report**
  - All statistics are generally the same as 2019 pre-covid numbers, with some minor fluctuations.
  - Meeting room use is continuing to grow.
  - Kids and young kids programming are up 50%, Summer Reading is expected to be a large boost.
- **Financial Report**
  - With 33% of the year elapsed, Total Revenue collection as of the end of April was at 61% of the budget. Operating expenditures YTD are 31.4% of the budget, and Capital expenditures YTD are at 22% of the budget.
  - There was one expenditure exceeding \$150,000 for the board to review. \$516,625 to FCI Constructors for general construction. This expenditure was approved earlier by Dow and Cyphers.
  - The District has been keeping an eye on SB23-303 - Reduced Property Taxes & Voter-approved Revenue Change. If passed it would make changes to the

	<p>property tax law, including lowering assessment rates and valuations for the 2023 property tax year.</p> <ul style="list-style-type: none"> <li>▪ 6.7% residential for 2023-2032 (down from 7.15% in 2021 and 6.95% in 2022)</li> <li>▪ 7.15% residential for 2033+</li> <li>▪ Nonresidential changes vary by type</li> <li>▪ Modify TABOR to allow the state to retain and spend revenue in excess of the current law limit.</li> </ul> <ul style="list-style-type: none"> <li>○ The backfill for 2023 property tax year will only be granted to local governments and special districts that have an increase in real property valuation of less than 20 percent from 2022 to the current tax year.</li> </ul> <ul style="list-style-type: none"> <li>● Human Resources Report <ul style="list-style-type: none"> <li>○ The Library has hosted many interviews for numerous positions. There are more in the upcoming weeks.</li> <li>○ Two full-time security officers have been hired.</li> <li>○ Three part-time Library assistants have been hired for Clifton.</li> <li>○ One full-time facilities assistant has been hired.</li> <li>○ There will be a repost for the part-time listing of a facilities assistant for Clifton.</li> <li>○ The Adult Learning Center Coordinator position has been filled.</li> <li>○ There are more ongoing interviews or decisions for the other unfilled positions.</li> </ul> </li> <li>● Development Report <ul style="list-style-type: none"> <li>○ Schiffbauer is working on numerous grants or funding requests from local foundations and other organizations. She has recently submitted a grant application to the Horizon Sunrise Rotary Club.</li> <li>○ Schiffbauer and Landmeier are still working with local Rotary Clubs.</li> <li>○ Schiffbauer has been working on sending out a donor mailer for the donor wall that is going to be installed in the new branch.</li> </ul> </li> </ul>
8	<p>Board Presentation: Adult Learning Center</p> <ul style="list-style-type: none"> <li>● McConnell gave a presentation on the Adult Learning Center, sharing with the board her staff as well as goals and projects of the department. The Board thanked her for the presentation.</li> </ul>
9	<p>Staff Technology Security Training: an overview</p> <ul style="list-style-type: none"> <li>● S. Wade shared the details on the ongoing staff training for cyber security and internet safety.</li> </ul>
10	<p>Policy for Review: Programming Policy</p> <ul style="list-style-type: none"> <li>● S. Wade presented the revised Programming Policy, which was extensively changed to better be in line with the updated Collection Development Policy. <ul style="list-style-type: none"> <li>○ Built to align with the Library mission statement, values, and the Strategic Roadmap.</li> <li>○ Restructured for staff clarity and explicit guidelines for use.</li> <li>○ Removed the term “censorship” from the policy.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Information has been added to the “Request for Reconsideration form,” regarding programming.</li> <li>● Cyphers moved to approve the new programming policy with a minor change; Watson seconded. None opposed. <b>Motion Carried.</b></li> </ul>
11	<p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> <li>● Board Comments &amp; Announcements</li> <li>● Board Meeting: 5:30 p.m. Wednesday, June 28 <b>Rescheduled from June 29, 2023</b></li> <li>● Suggested agenda items for upcoming meetings <ul style="list-style-type: none"> <li>○ Policy for review: None for June</li> <li>○ Department Review: None for June</li> <li>○ Library Director’s Annual Review</li> <li>○ Board Retreat Follow Up</li> </ul> </li> </ul>
12	<p>Adjournment</p> <ul style="list-style-type: none"> <li>● Cyphers moved to adjourn the meeting at 7:56 p.m.; Spydell seconded. None opposed. <b>Motion Carried.</b></li> </ul>

Minutes Submitted by Alayna Adamson, MCL Executive Support Coordinator



Alice Dow, MCL Board President

Date: **7.21.23**



Mary Watson, MCL Board Secretary