



Mesa County Libraries
BOARD
 OF **TRUSTEES**
 • B O A R D M E E T I N G •

Minutes

Date and Time: Thursday, January 25, 2024 – 5:30 p.m.

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

#	Agenda Item
1	Opening: Call to Order and Roll Call <ul style="list-style-type: none"> ● Board Vice President, Sue Conry, called the meeting to order at 5:37 p.m. BOARD: Cliff Anson, Sue Conry, Mary Watson, Abby Landmeier, Randy Spydell, Sheryl Fitzgerald STAFF: Alayna Adamson, Ami Schiffbauer, Michelle Boisvenue-Fox, Shana Wade, Blair Wade, Tamara Vlieg, Rachel Hanson, Austin Mullenix, Shawn Cwalinski, Cydney Clink
2	Approval of Agenda <ul style="list-style-type: none"> ● Conry moved to approve the agenda as written via acclamation. None opposed, Motion Carried.
3	Approval of Minutes – December 14, 2023 <ul style="list-style-type: none"> ● Conry moved to approve the minutes as written via acclamation. None opposed, Motion Carried. Approval of Special Meeting Minutes – January 8, 2024 <ul style="list-style-type: none"> ● Conry moved to approve the minutes as written via acclamation. None opposed, Motion Carried.
4	Citizens to be Heard (<i>Each citizen speaking will be limited to three minutes.</i>) <ul style="list-style-type: none"> ● There were no citizens to be heard.
5	Adult Learning Center Update <ul style="list-style-type: none"> ● There was a walkthrough with Marmot to ensure technology is ready to switch to the ALC when the move happens. ● Waiting on the furniture installation date. The move will be planned once that date has been received. ● The guaranteed maximum price for the small parking lot on the south side of Clifton came in at \$74,422 and will come out of the contingency budget. ● Parking lot project will take approximately 4 weeks beginning in Mid-March and ending in Mid-April.
6	Director and Administrative Updates <ul style="list-style-type: none"> ● Director Report <ul style="list-style-type: none"> ○ No requests for reconsideration in December. ○ Boisvenue-Fox has been discussing proposed state legislation to ban book banning with other library directors. <ul style="list-style-type: none"> ■ This legislation outlines the process of request for reconsideration for public and school libraries.

- Draft legislation assumed all public libraries are district libraries, but there are county, city, and municipal libraries whose authority are not a board of trustees. Changes will need to be made.
 - They gave an amendment to legislators to request changes with the addition of two attorneys; A library law specialist and attorney for Gunnison Library that is involved in the appeal process related to CORA and their request for reconsideration form.
 - It is still draft legislation.
 - 7 firms applied for the Community Needs Assessment.
 - Schonhoff Evaluation and Analytics, LLC was chosen as the firm and is based out of Denver.
 - They would like a core team to work with for the 7 month duration of the assessment. There will be regular meetings. Boisvenue-Fox recommended a couple of board members join if they are interested.
- On the Horizon
 - The new Programming Department has hired an Adult Programming Librarian and Youth Programming Librarian.
- Statistics Report
 - End of year statistics show numbers slightly up.
 - Increases seen in library cards, library visits, eCirculation, eResources, reference questions, children’s program attendance, and meeting room usage.
 - Slight decreases seen in physical circulation, curbside usage, and special events.
- Financial Report
 - The Library’s 2024 Budget has been filed with DOLA (the Colorado Department of Local Affairs) and the Mill Levy Certification signed at the Special January 8th Board meeting was submitted to the Mesa County Treasurer.
 - 2023 end of year financials compared to 2023 budget
 - The Revenue collection for the year exceeded the budgeted amount by about \$1.8 million. The majority of the additional operating revenue came from the higher rate of return on the Library’s COLOTRUST investments and the Foundation disbursing funds to the District for the Clifton Capital Project.
 - Total operating expenditures came in under budget by 8.4% due to frugal spending of the Library’s department managers.
 - Total capital expenditures for the year came in under budget by 25% largely due to moving some expenses related to the Clifton Capital Project into 2024.
 - Estimated net loss for 2023 was about \$4.9 million due to using reserves for the Clifton Project.
 - One invoice exceeded \$150,000 in December for FCI at \$193,763.20 for the Clifton Capital Project. This invoice was approved by Dow and Conry.
 - The Mesa County Treasurer notified the Library that their revenue disbursements may be delayed until April.

	<ul style="list-style-type: none"> ○ The Library’s unspent 2023 revenue will not last until April, so the Library will need to dip into reserves for operating expenditures until the 2024 revenue starts coming in. <ul style="list-style-type: none"> ■ According to the cash flow report, the Library may need to dip into preferred reserves (a 6-months cache) but not the required 3-months reserves. ■ The Board will be informed should any changes take place. ● Development Report <ul style="list-style-type: none"> ○ MCLF has agreed to fund \$33,000 worth of special projects in 2024 <ul style="list-style-type: none"> ■ Gardener in Residence, Artist in Residence, and Community Needs Assessment. ○ Friends are contributing \$28,578 for GiR, AiR, art show prizes, other library projects, and \$9,000 to the Clifton Branch. ○ Recruiting additional Foundation Board members. ○ The Horizon Sunrise Rotary Club grant for approximately \$12,200 was approved with funds expected to be disbursed on 2/21/24. <ul style="list-style-type: none"> ■ Funds will go to new picture book shelves at the Clifton branch and toy dinosaur bones for kids to assemble on the youth patio area along with seating. ● Human Resources Report <ul style="list-style-type: none"> ○ Exit interview summary was added comparing 2022 and 2023. ○ Conry recommended having a Stay Interview to see what makes staff stay/appreciate the library as a workplace.
7	<p>Report from Austin Mullenix – Information Services</p> <ul style="list-style-type: none"> ● Head of Information Services, Austin Mullenix, delivered a presentation on his department. ● Mullenix detailed how many staff are in their department, their tasks and areas of specialization, and statistics for areas like programming, technology help, and inquiries answered. ● Mullenix also shared a Mission Moment from his team. A patron had sent a thank you card. Staff said, “This person mentioned in the card that book clubs present a special place for patrons to feel seen and heard at a social level that also makes them feel empowered. Their gratitude also mentioned random acts of kindness and how much they matter. I hope this act of kindness reminds us that so many aspects of our service make impacts in ways that we don't always realize or remember.”
8	<p>MOU Grand Valley Connects</p> <ul style="list-style-type: none"> ● The Grand Valley Connects staff are not social workers, but have access to crisis clinicians and can assist patrons in connecting to community resources. ● They are part of Mesa County Public Health. ● The individuals began on January 8th, 2024 and are in a 6 week orientation period at Grand Valley Connects before they transition into the library. ● Their office space will be in Study Room F where the previous clinicians were working from. ● There will be signage at the lobby desk and office door to indicate their role. ● There will be some joint press releases. ● Anson moved to approve the MOU as presented, Watson seconded. None Opposed, Motion Carried.
9	<p>Overview of Policies Due for Review in 2024</p>

	<ul style="list-style-type: none"> ● The Library's attorney will review policies every 5 years. ● In 2025 the Library's Attorney will review the policies for review and current legislation.
10	<p>Resolution #24-02 - Resolve to Designate Mesa County Libraries Posting Locations and Adopt the 2024 Board Meeting Schedule</p> <ul style="list-style-type: none"> ● Anson moved to approve Resolution #24-02 - Resolve to Designate Mesa County Libraries Posting Locations and Adopt the 2024 Board Meeting Schedule, Spydell seconded. None opposed, Motion Carried.
11	<p>Resolution#24-03 - Authorizing Mill Levy Revenue and Updated Appropriations to the 2024 Mesa County Public Library District General Fund Budget</p> <ul style="list-style-type: none"> ● The 2024 budget was appropriated and approved in December before receiving the final assessed valuations from the County. As a result, there must be a minor budget amendment. ● Resolution #24-03 resolves that the Library decreases their revenue by \$528,000 due to the impact of SB23B-001. ● Mesa County Treasurer confirmed that the Library will receive backfill in the amount of \$477,000 in 2024 from the State related to SB22-238, which is calculated from the tax revenue lost in 2023 due to the bill from 2022. This backfill is a one-time occurrence. ● The Library had budgeted enough operating net income into the 2024 budget to absorb any loss in revenue from SB23B-001 without affecting the budget. Any loss would decrease the Library's net income. With the SB22-238 backfill, the Library's tax revenue for 2024 will only decrease by about \$50,00 from the original budget. ● Fitzgerald moved to approve Resolution #24-03 as presented, Watson seconded. None opposed, Motion Carried.
12	<p>Strategic Roadmap 2023</p> <ul style="list-style-type: none"> ● Boisvenue-Fox shared her praise for staff and their efforts toward the strategic roadmap. ● Research is being done every year rather than every three years to keep research and focus on the community. ● The stakeholder groups will alternate to new stakeholders. <ul style="list-style-type: none"> ○ Spanish speakers, Kids and Families/Homeschool families, Teens, and Houseless individuals. ● Each department is broken up into three focus areas. <ul style="list-style-type: none"> ○ Social safety net, awareness & accessibility, and community & belonging.
13	<p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> ● Board Comments and Announcement <ul style="list-style-type: none"> ○ Spydell has been working with other non-profits on the Confluence Center Project. They are currently searching for other non-profit partners. ○ Watson thanked Spydell for stepping up to chair the Audit Committee. ○ Schiffbauer invited the board to attend the Lions Club Parade on 2/17. ○ Boisvenue-Fox asked the Board to let her know if they would like to join the Community Needs Assessment Core Team. ○ Vliek congratulated Boisvenue-Fox on receiving the Making a Difference Award. ● Board Meeting: 5:30 p.m. February 29, 2024 ● Board Retreat: May 18, 2024

	<ul style="list-style-type: none"> ● Annual Board of Trustees Presentation to County Commissioners: 11:30 a.m. February 27, 2024 ● Executive Committee: February 23, 2024 ● Suggested agenda items for upcoming meetings <ul style="list-style-type: none"> ○ Report from Elizabeth Bush – Public Services ○ Committee Assignments ○ Audit Committee Report
14	<p>Adjournment</p> <ul style="list-style-type: none"> ● Board Vice President Sue Conry adjourned the meeting at 7:11 p.m. via acclamation. None opposed, Motion Carried.

Minutes Submitted by Alayna Adamson, MCL Executive Support Coordinator



Alice Dow, MCL Board President



Mary Watson, MCL Board Secretary

Date: 5/30/24