



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

Minutes

Date and Time: Thursday, May 30, 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 Board President Alice Dow called the meeting to order at 5:31 p.m. BOARD PRESENT: Alice Dow, Cliff Anson, Mary Watson, Randy Spydell, Abby Landmeier, Sheryl Fitzgerald STAFF PRESENT: Michelle Boisvenue-Fox, Cydney Clink, Shana Wade, Rachel Hanson, Blair Wade, Tamara Vlieg, Alayna Adamson, Shawn Cwalinski, Elizabeth Bush, Margaret Siligo, Lisa Solko GUESTS PRESENT: Theresa Englebrecht
2	Approval of Agenda <ul style="list-style-type: none"> ● Dow approved the agenda as presented via acclamation. None opposed, Motion Carried.
3	Approval of Minutes – April 25, 2024 <ul style="list-style-type: none"> ● Dow approved the minutes as presented 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"> ● <i>No citizens to be heard</i>
5	Adult Learning Center Update <ul style="list-style-type: none"> ● This is the final Clifton/Adult Learning Center Update that will be on the meeting agenda. ● The mini ADA parking lot is in use at Clifton. ● County Campus will hold a Grand Opening on June 22nd. The library will have a table in the new County building for the celebration. ● The Adult Learning Center will plan a celebration when classes begin again. ● The educational water wall featuring artwork by former Artist in Residence, TJ Smith, in the kids area is nearing completion. It will go to a sign vendor and will be installed when the vendor is ready. Tentatively planned for July.
6	Community Needs Assessment Update <ul style="list-style-type: none"> ● The survey closes on June 5th. ● There were over 2,300 responses. ● Focus groups will take place on June 4th and 5th with 12-15 people. There will be no library staff involved while the firm facilitates the group discussions. ● Virtual focus groups will take place in the near future. They have not been scheduled yet.

	<ul style="list-style-type: none"> ● A Special Meeting will be held in early September to discuss the results of the Community Needs Assessment. ● There will also be a joint meeting following the special meeting with the Foundation and Library Boards in September to discuss the results.
7	<p>Director and Administrative Updates</p> <ul style="list-style-type: none"> ● Director Report <ul style="list-style-type: none"> ○ There were no requests for reconsideration in the month of May. ○ The Board will see new updates to the Collection Development and Programming Policies in June. ○ Story time will be inside this summer due to heat and audio issues. This change will aid in giving patrons a good experience. ○ Will likely see some impact on circulation, program attendance, and other statistics during Summer Reading. ○ The Audit Committee met and there will be an audit presentation from the new auditing firm in June. ○ The new electronic sign is up at Central. Boisvenue-Fox thanked the Facilities team for their efforts in getting the sign installed and the area around it cleaned up for visibility. ● Statistics Report <ul style="list-style-type: none"> ○ Overall, library visits remain flat. ○ Overall circulation is up 4%, physical circulation is up 3%, and electronic circulation is up 8% ○ Wireless use is down for the first time since 2020. ○ Meeting room use continues to increase, largely due to Clifton. ○ All ages events are being tracked separately now that there have been additions to programming beyond Comic Con and Culture Fest. ○ The increase in teen programming attendance is largely due to outreach to middle schools thanks to teen librarian, Andrea Hamilton. ● Financial Report <ul style="list-style-type: none"> ○ Total Revenue collection as of the end of April is at 60.1% of the budget. ○ With 33.3% of the year elapsed, Operating expenditures YTD are at 31.8% of the budget, and Capital expenditures YTD are at 19.9% of the budget. ○ There were no expenditures for the Board’s review from April equal to or greater than \$150,000. ○ The Foundation’s Clifton Project Update report will no longer be included in the financial reports since the Foundation has officially reached the \$3.5 million pledged amount and has stopped actively fundraising for the project. However, the District’s Clifton update report will continue for a few more months since the District is still paying invoices for the project including for the ADA parking and the campus cost-share expenses. ○ SB24-233 was passed during the last legislative session. <ul style="list-style-type: none"> ■ Like last year, the District will base their 2025 draft budget in September off of the most current information – which will include the changes in this bill, which may have to adjust the year-end resolutions to pivot with the election results. ● Development Report <ul style="list-style-type: none"> ○ 25 tickets for Sippin’ in the Stacks have been sold. ○ Posters for advertising were ordered and arrived for distribution.

	<ul style="list-style-type: none"> ○ Schiffbauer and Boisvenue-Fox will be attending Western Slope Rural Philanthropy Days where the library will have a booth. ● Human Resources Report <ul style="list-style-type: none"> ○ No new additions.
8	<p>Report from Cydney Clink: Programming</p> <ul style="list-style-type: none"> ● Clink gave a presentation on the new Programming department. <ul style="list-style-type: none"> ○ Clink introduced department staff and their duties. ○ Defined what a program is and how they will work with other departments on programming. ○ Gave a timeline on what they will be working toward in the near future. ○ Explained how they are working to structure the new department and what they have achieved in the last five months since beginning.
9	<p>Proposed Changes to De Beque Hours</p> <ul style="list-style-type: none"> ● Cwalinski and library assistant, Angela Apodaca, have been monitoring hours at the De Beque branch and generated a report on when visits occur. <ul style="list-style-type: none"> ○ S. Wade made an hour to hour comparison. There were no uses in the library after 4pm on Fridays. It is a difficult time to staff, especially in the winter and due to commutes back to Grand Junction taking place after normal hours. Changes to open hours would improve staff safety. The number of hours would remain unchanged. ● Spydell motioned to accept the proposed change to the De Beque branch's hours effective on August 1st, 2024, Anson seconded. None opposed, Motion Carried.
10	<p>Foundation Liaison Report</p> <ul style="list-style-type: none"> ● Last meeting's discussion was about Sippin' in the Stacks event. ● Liquor License was approved. ● There will be charcuterie through the Hog and Hen and alcohol through Fisher's Liquor. ● There will be a reader's theater play. ● The Foundation could use some help distributing posters, purchasing tickets, and volunteering for help. ● Vliek did a media buy for 22 commercials to promote the event. ● This is the first event that the Foundation received sponsorship for.
11	<p>Policy for Review: Art Exhibit Policy</p> <ul style="list-style-type: none"> ● No changes are recommended to the basic policy but the reconsideration process was added, which will match the collection development and programming policy. It is up to date and in accordance with the changes from Colorado State Law. It has been put through legal review. ● Fitzgerald moved to accept the updated art exhibit policy, Watson seconded. None opposed, Motion Carried.
12	<p>Executive Session: pursuant to C.R.S. § 24-6-402(4)(a) for the sole purpose of discussing real estate</p> <ul style="list-style-type: none"> ● Dow motioned to adjourn the public special meeting of the MCL Board of Trustees to convene an executive session for the sole purpose of discussing real estate, as authorized by C.R.S. § 24-6-402(4)(a); Anson seconded. None opposed, Motion Carried. ● Executive session of the MCL Board of Trustees convened at 6:40 p.m.

	<ul style="list-style-type: none"> • Attending the executive session were trustees Dow, Anson, Watson, Spydell, Landmeier, Fitzgerald, Executive Director Boisvenue-Fox, Blair Wade, and Theresa Englebrecht. • During the executive session, the board did not engage in substantive discussion of any matter not enumerated in C.R.S. § 24-6-402(4)(a). The board did not adopt any proposed policy, position, resolution, rule, regulation, or formal action. • Dow moved that the executive session of the MCL Board of Trustees was adjourned at 7:23 p.m. The board convened its regular meeting at 7:25 p.m. A quorum was present. • Dow moved the Board to direct Boisvenue-Fox and library staff to open negotiations for the acquisition of the property discussed during executive session with the caveat that a purchase price over the limit discussed in the executive session will require additional board approval, landmeier seconded. None opposed, Motion Carried.
14	<p>Board Comments</p> <ul style="list-style-type: none"> • Landmeier said the teen self care fair was well attended, well run, and enjoyed seeing the growth and youth focus. <p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> • Board Meeting: 5:30 p.m. June 27, 2024 • MCLF and BoT Social Mixer: 4:00 p.m. June 7, 2024 at 970West Studio • Sippin’ in the Stacks: 2:00-5:00 p.m. June 23, 2024 at Central Library • Good Governance Committee: July TBD • Executive Committee: June TBD <p>Suggested agenda items for upcoming meetings</p> <ul style="list-style-type: none"> • Policies for Review: Collection Development, Programming, and Accessibility Policies • 2023 Audit Presentation by McMahan & Associates • Board Retreat Followup • Executive Session – pursuant to C.R.S. § 24-6-402(4)(f) for the sole purpose of discussing personnel matters, specifically the Executive Director’s annual review.
15	<p>Adjournment</p> <ul style="list-style-type: none"> • Board president Alice Dow adjourned the meeting at 7:29pm 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: _____