



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

Minutes

Date and Time: Thursday, June 27, 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"> • Dow called the meeting to order at 5:30 p.m. BOARD PRESENT: Sheryl Fitzgerald, Abby Landmeier, Randy Spydell, Cliff Anson, Mary Watson STAFF PRESENT: Alayna Adamson, Michelle Boisvenue-Fox, Ami Schiffbauer, Shana Wade, Blair Wade, Tamara Vlieg, Stacy Sutton, Cydney Clink, Lisa Solko GUESTS: Matt Miller, Sean Edwards <i>Alice Dow and Sue Conry attended virtually via zoom.</i>
2	Approval of Agenda Dow moved to approve the agenda as presented via acclamation. None opposed, Motion Carried.
3	Approval of Minutes – May 30, 2024 Dow moved to approve the minutes as presented via acclamation
4	Citizens to be Heard (<i>Each citizen speaking will be limited to three minutes.</i>) <ul style="list-style-type: none"> • Sean Edwards came to the board requesting the status of his verbal appeal to reinstate his employment with MCL.
5	Community Needs Assessment Update <ul style="list-style-type: none"> • The firm the library has been working with, Schonhoff Evaluation & Analytics, has been going through the survey responses to ensure that bot responses are removed from the final assessment. • In person focus groups were completed in early June. The library is currently awaiting the English virtual group. Spanish focus groups will be held as individual interviews. • S. Wade said one of the most common responses from focus groups is that they love and appreciate staff the most. Other comments were more specific to the individual.
6	Director and Administrative Updates <ul style="list-style-type: none"> • Director Report <ul style="list-style-type: none"> ○ The library is under contract to purchase the lots adjacent to the Central Library. <ul style="list-style-type: none"> ■ A land survey will be conducted in July and meetings with the city planning department to get questions answered will happen in August. ■ The closing is August 30th. ○ One request for reconsideration form was turned in for June. It is currently under review. ○ Clifton community mural call for artists will go out soon. There was an unexpected delay.

	<ul style="list-style-type: none"> ○ Leaf angel sculpture has been placed into the Discovery Garden, ○ Educational water wall is making good progress. ○ Teen Librarian, Andrea Hamilton, and Volunteer Coordinator, Dominik Bellew, had 18 teen volunteers to assist in summer reading. ● Statistics Report <ul style="list-style-type: none"> ○ A decrease in library card holders is due to library cards that expired prior to May 1, 2021 being pulled from the system. ○ S. Wade shared statistics and a handout from the annual Marmot Council meeting. ● Financial Report <ul style="list-style-type: none"> ○ Total Revenue collection as of the end of May is at 74.5% of the budget. ○ With 41.7% of the year elapsed, Operating expenditures YTD are at 38.8% of the budget. ○ Capital expenditures YTD are at 32.5% of the budget. ○ There were no expenditures for the board’s review from May equal to or greater than \$150,000. ○ Close to completing the financial obligations for the Clifton Capital Project. <ul style="list-style-type: none"> ■ The final payment to FCI was made and will reflect on next month’s report. Now the library is waiting on the last invoices from the County shared site costs. ● Development Report <ul style="list-style-type: none"> ○ The Adult Learning Center was awarded the full amount of the AEFLA grant to continue funding instructors for the GED and intensive English classes offered by the ALC. ○ The ALC will also be receiving \$4,359.41 from the United Way that will allow the ALC to purchase testing vouchers for students to take GED Ready tests and subject tests. ○ Sippin’ in the Stacks event was held June 23rd at Central with approximately 125 attendees. The feedback was largely positive. ● Human Resources Report <ul style="list-style-type: none"> ○ Rachel is attending the SHERM conference in Chicago.
7	<p>2023 Audit Presentation by McMahan & Associates</p> <ul style="list-style-type: none"> ● Matt Miller gave the audit presentation on behalf of McMahan and Associates. ● The District received an unmodified audit opinion. ● Fitzgerald moved to approve the audit, Spydell seconded. None opposed, Motion Carried.
8	<p>Foundation Liaison Report</p> <ul style="list-style-type: none"> ● Landmeier notes that Foundation board and committee members are seriously needed. The Foundation is a great way to learn more about the library. ● Recruitment committee is meeting 6/28/24. ● Landmeier gave kudos to Schiffbauer. She heard great reviews from those who attended the Sippin’ in the Stacks event and applauded the great attendance.
9	<p>Policy for Review: Collection Development Policy & Request for Reconsideration Form</p> <ul style="list-style-type: none"> ● The biggest changes are to align with the new state library law (SB24-216) process for reconsidering materials. ● The form itself is now open to the Open Records Act. Policy changes include: titles can only be reviewed once every five years, and the board will review the policy and

	<p>process staff used to complete the request for reconsideration process upon request by a resident. The same form is used for programs and art exhibits.</p> <ul style="list-style-type: none"> • Dow moved to approve the Collection Development Policy and Request for Reconsideration Form with redline changes as presented, Landmeier seconded. None opposed, Motion Carried.
10	<p>Policy for Review: Programming Policy</p> <ul style="list-style-type: none"> • Dow moved to accept The Programming Policy and Request for Reconsideration Form with redline changes as presented, Landmeier seconded. None opposed, Motion Carried.
11	<p>Policy for Review: Accessibility Policy (new)</p> <ul style="list-style-type: none"> • This policy is in response to new state law regarding web content accessibility, which goes into place beginning on July 1st. • The library is continuing to ensure they are compliant with the law by making things as fully accessible as possible. • Watson requested the second sentence in the second paragraph be struck from policy due to redundancy. S. Wade and Dow agreed. • Fitzgerald moved to approve policy with the change of striking the second sentence of the second paragraph, Spydell seconded. None opposed, Motion Carried.
12	<p>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</p> <ul style="list-style-type: none"> • Dow moved to adjourn the regular public meeting of the MCL Board of Trustees to convene an executive session for the sole purpose of discussing the Executive Director’s annual review, as authorized by C.R.S. §24-6-402(4)(f) at 6:23 p.m. Watson seconded. None opposed, Motion Carried. • Executive session of the MCL Board of Trustees was convened at 6:24 p.m. <ul style="list-style-type: none"> ○ Attending the executive session were trustees Alice Dow, Abby Landmeier, Mary Watson, Sheryl Fitzgerald, Sue Conry, Randy Spydell, Cliff Anson, and Executive Director Michelle Boisvenue-Fox. ○ 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)(f). 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 adjourn at 6:48 p.m. and reconvened its regular meeting at 6:49 p.m. A quorum was present. • BOARD PRESENT: Alice Dow, Mary Watson, Sue Conry, Abby Landmeier, Randy Spydell, Sheryl Fitzgerald, Cliff Anson • STAFF PRESENT: Michelle Boisvenue-Fox regarding the Executive Session <p><i>Regarding the Executive Session:</i></p> <ul style="list-style-type: none"> • Watson moved to give the Executive Director a pay increase of 4% for 2024 effective on the pay week of Boisvenue-Fox’s anniversary date, Spydell seconded. None opposed, Motion Carried.
13	<p>Board Comments</p> <ul style="list-style-type: none"> • Board Retreat Followup <ul style="list-style-type: none"> ○ Watson is looking forward to seeing what Atlasta will offer for solar information in the near future. • Landmeier spoke highly about the ALC graduation on behalf of the board. Ruth Anna and Ira Creasman attended from the Foundation Board. <p>Upcoming Board Meetings</p>

	<ul style="list-style-type: none"> ● Board Meeting: 5:30 p.m. July 25, 2024 at CLIFTON ● Good Governance Committee: TBD ● Special Meeting with Library Foundation for Final Report of Community Needs Assessment: September 2024 TBD (do not schedule during CALCON or Comic Con) <p>Suggested agenda items for upcoming meetings</p> <ul style="list-style-type: none"> ● Department Report: Adult Learning Center ● Policy Review: Sponsorship and Donation Policy ● Strategic Roadmap Update ● TIF Resolution #24-05 ● Budget Amendment Resolution #24-04 ● Location Change: Clifton Branch - 3270 D ½ Road
14	<p>Adjournment</p> <ul style="list-style-type: none"> ● Dow moved to adjourn the meeting at 6:56 p.m. via acclamation.

Minutes submitted by Alayna Adamson, MCL Executive Support Coordinator