



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

Minutes

Date and Time: Thursday, August 29, 2024 – 5:30 p.m.

Location: 443 N 6th Street 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. Roll Call <ul style="list-style-type: none"> ● BOARD PRESENT: Alice Dow, Mary Watson, Sue Conry, Randy Spydell, Sheryl Fitzgerald, Cliff Anson ● STAFF PRESENT: Michelle Boisvenue-Fox, Ami Schiffbauer, Alayna Adamson, Shana Wade, Tamara Vliek, Blair Wade, Rachel Hanson, Lisa Solko, Shanachie Carroll, Shawn Cwalinski, Cydney Clink, Elizabeth Bush ● GUESTS PRESENT: Michelle Trujillo
2	Approval of Agenda <ul style="list-style-type: none"> ● Dow moved to approve the agenda via acclamation. None opposed, Motion Carried.
3	Approval of Minutes – July 25, 2024 <ul style="list-style-type: none"> ● Dow 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"> ● No citizens to be heard.
5	Grand Valley Connects Six Month Update <ul style="list-style-type: none"> ● Trujillo delivered a presentation to the board on who staffs Grand Valley Connects at the Central library and the services they provide to the community. ● Grand Valley Connects has two enhanced resource navigators for the library that serve the entire community and are not limited to providing just one type of resource. There is no age limit or income limit to who can seek services, though it is important to note that minors seeking certain services are referred to their school’s counselor or health services. ● While the engagement is not high for those that they help through the library, community members who visit the library circle back to connect with a resource navigator outside of the library. They are seeing more benefit by sharing what they do with the community members who visit the Central library.
6	Report from Collection Management <ul style="list-style-type: none"> ● Solko gave her presentation on the Collection Management staff, how they select and prepare materials, and gave statistics. ● Recent focuses include expanding the Library of Things, local purchases from local authors and businesses, and making materials easier to find by improving labels.

7	<p>Community Needs Assessment Update</p> <ul style="list-style-type: none"> ● The drafts of the community needs assessment, aspirations report, and an executive summary have been reviewed with feedback. ● The presentation is being worked on for the September 18th special meeting.
8	<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 forms in August. ○ CALCON takes place from September 4-6th. There are six trustees attending. ○ The Library has met with the City's Planning Department to get more information on what the library can do with the vacant lot purchase. The lot cannot only have parking spaces and will need to add a building. <ul style="list-style-type: none"> ■ The Downtown Development Authority is open to providing some funding for the project. ○ The 10th Annual Comic Con is upcoming on September 20th and 21st. ○ There will be a grand opening celebration of the Adult Learning Center on October 3rd at 5-7 p.m. at the Clifton branch. ○ The Collection Management and Youth Services team put new bilingual stickers on items that had previously used pink tape for better usability by patrons. ○ The new Artist in Residence, Katie Sheader, is also a 970West Studio staff member. ○ There was some positive summer reading statistics included in the report. ○ Collbran branch received a new door that is more accessible to patrons. ● Statistics Report <ul style="list-style-type: none"> ○ eCirc up 8%, physical circulation is up 1%, eResource use is up 56%, Curbside use is up 90%, meeting rooms up and studio reservations are also seeing increased usage. ● Financial Report <ul style="list-style-type: none"> ○ Total Revenue collection as of the end of July is at 96.5% of the budget. ○ With 58.3% of the year elapsed, operating expenditures YTD are at 53.2% of the budget, and capital expenditures YTD are at 38.8% of the budget. ○ There were no expenditures for the board's review from July equal to or greater than \$150,000. ○ The library has been busy working on the 2025 draft budget, which will be ready for review by the Finance Committee on September 9th before being presented at the September Board meeting. ○ A special session of the General Assembly was called on August 26th. The last special session that was called right after the November 2023 election was for the same reason and required the library to postpone their mill levy certification and amend the budget. ○ The House passed HB24B-1001 on Wednesday and moved it to the Senate where it was passed this morning and is now on the Governor's desk for signature. ○ The impact of HB24B-1001 to the library's 2025 budget is an estimated loss of about \$385,000 from what the District would have received before this bill passed. The District's preliminary revenue before this bill passed was .4% less than in 2024 (about -\$36k less), it is now estimated at 5.1% less than 2024 (about -\$420k less), which does not count backfill, just property taxes. This outcome is preferred over what Initiative 108 would have done to the revenue had it been successful on the November ballot. ● Development Report <ul style="list-style-type: none"> ○ Schiffbauer has been attending webinars about Colorado Gives Day to bolster community support. ○ Schiffbauer applied for a grant for just over \$39,000 from the State Department of Education.

	<ul style="list-style-type: none"> ○ She applied to the Western Colorado Community Foundation for the 3rd year of the Film Exposure Program. They have expanded to schools in Montrose and other counties as well. ○ Schiffbauer is assisting with Comic Con. ○ The Friends of the Library are planning their Big October Book Sale. ● HR Report <ul style="list-style-type: none"> ○ Hanson started conversations about benefits for next year. ○ She met with a Cigna representative who said the library in general is doing well. Staff do not go to the ER when they could go to other services. Staff are also utilizing teladoc. Overall, the benefit is being used well. ○ Hanson asked for EAP statistics, but they couldn't provide the stats due to the size of the organization. However, the new teladoc mental health benefit has been utilized 23 times. If these had been in person, it would have been more expensive at about \$200 per staff member.
9	<p>Policy for Review: Disposal of Surplus Property Policy</p> <ul style="list-style-type: none"> ● The Disposal of Surplus Capital Assets Policy gives direction on what to do with items valued at more than \$1,000 in our inventory that we no longer need. This policy is working just fine as-is so the only changes the Finance Committee recommends are to update the Executive Director's title. ● Anson moved to approve the policy as presented, Spydell seconded. None opposed, Motion Carried.
10	<p>Good Governance Committee</p> <ul style="list-style-type: none"> ● Updated Bylaws Second Reading <ul style="list-style-type: none"> ○ Dow presented the Bylaws for second reading in Landmeier's place. ○ Conry pointed out an error in the Executive Director title in section 5.5. Change "Executive Library Director" to "Executive Director." ○ Anson moved to approve the Bylaws with the correction to Boisvenue-Fox's title, Fitzgerald seconded. None opposed, Motion Carried.
11	<p>Foundation Liaison Update</p> <ul style="list-style-type: none"> ● The Foundation updated their bylaws and handbook this year. ● They are currently focusing on Foundation board and committee recruitment. ● They're reworking the structure of their committees. If anyone is interested in joining a committee, please reach out to Ruth Anna, president of the Foundation. This is a great way to support the library.
12	<p>Library Hours Adjustment for Human Library Event</p> <ul style="list-style-type: none"> ● Wade wrote a proposal that requires board approval. ● The reason for the hours adjustment for the event are as follows: <ul style="list-style-type: none"> ○ The library wants to use the whole library so that the human book can share their lived experiences with 1-3 people without interruption. ○ Other libraries have taken this same approach when hosting Human Library events. ○ Registration is required for the event ● Staff normally scheduled can be utilized during this time. ● Anson moved to approve the hours adjustment, Spydell seconded. None opposed, Motion Carried.
13	<p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> ● Board Comments & Announcements ● CALCON: September 4-6, 2024 ● Special meeting: 5:30 p.m. September 18th, 2024 ● Board Meeting: 5:30 p.m. September 26, 2024

	<ul style="list-style-type: none"> ● Finance Committee Meeting: September 9, 2024 ● Suggested agenda items for upcoming meetings <ul style="list-style-type: none"> ○ Policy for Review: Public Comment Policy; Public Demonstration and Petition Policy ○ Department Report from Stacy Sutton, Head of Youth Services ○ First Draft 2025 Budget Presentation ○ Marmot: Library IT Security Overview
14	<p>Adjournment</p> <ul style="list-style-type: none"> ● Dow moved to adjourn the meeting at 7:03 p.m. via acclamation. None opposed, Motion Carried.

Minutes submitted by Alayna Adamson, MCL Executive Support Coordinator