



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

Minutes

Date and Time: Thursday, December 12, 2024 – 5:00 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"> ● Vice President Sue Conry called the meeting to order at 5:04 p.m. BOARD PRESENT: Sue Conry, Mary Watson, Randy Spydell, Sheryl Fitzgerald, Abby Landmeier, Cliff Anson STAFF PRESENT: Michelle Boisvenue-Fox, Alayna Adamson, Ami Schiffbauer, Shana Wade, Rachel Hanson, Blair Wade, Shanachie Carroll, Jennifer Deering, Tamara Vliek, Shawn Cwalinski, Lisa Solko, Cydney Clink, Elizabeth Bush,
2	Approval of Agenda <ul style="list-style-type: none"> ● Conry moved to approve the agenda as presented, Spydell seconded.
3	Approval of Minutes – October 31, 2024 <ul style="list-style-type: none"> ● Conry 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"> ● There were no citizens to be heard.
5	Director and Administrative Updates (Cliff joined here) <ul style="list-style-type: none"> ● Director Report <ul style="list-style-type: none"> ○ Boisvenue-Fox is setting up a library tour with County Commissioner, JJ Fletcher. ○ Sending letters to state and federal legislators about the ALC. ○ Clifton Community Mural artist has been paid and will begin the mural the following week. ● Statistics Report <ul style="list-style-type: none"> ○ These statistics are through October 31st. ○ Trending along as usual with minimal changes. ○ Cardholders, visits, circulation are staying steady and hold up similarly over the last year. ○ Full year over year comparison will be available in January. ● Financial Report <ul style="list-style-type: none"> ○ Total tax revenue collection as of the end of November is at 101.6% of the budget. This overage is mainly due to B. Wade’s underestimation of the amount of Specific Ownership Taxes the library would receive, which are based on fees from vehicle registrations during the year. ○ With 91.7% of the year elapsed, operating expenditures YTD are at 81.4% of the budget. Capital expenditures YTD are at 53.9% of the budget.

	<ul style="list-style-type: none"> ○ There were no expenditures for board review from October to November equal to or greater than \$150,000. ○ There is no Clifton Capital Project Update report in the packet, but there will be a final budget perspective report on the project at the January joint meeting with the Foundation. ○ There are yellow planning department signs posted around the Grand Avenue lots. These are related to an application that the library is working on with the City to have the four lots consolidated into one lot to make any future building projects easier. ● Development Report <ul style="list-style-type: none"> ○ MCLF held a planning retreat in November to strategize for 2025. Improvements, developing committees, etc. ○ ALA grant for Palisade Parking Lot was submitted and status will be known in February/March. Schiffbauer is hopeful the project will be considered. ○ The Foundation welcomed a new board member, Shanna Shepherd, from Western CO Alliance. ○ CO Gives day was earlier in the week and will continue through the month. Final numbers will be known by end of month ● Human Resources Report <ul style="list-style-type: none"> ○ Staffing and recruitment: turnover stats show the turnover rate has dropped. ○ The library is almost fully staffed, two positions are vacant (communications coordinator and facilities assistant). ● Foundation Liaison Update <ul style="list-style-type: none"> ○ Katie Sheader gave her Artist in Residence presentation. ○ Welcomed another new MCLF member. ○ The nominating committee presented their slate of officers for the Foundation board. The officers were accepted. ○ Next Chapter Club is an idea being worked on for 2025. ○ A new building is needed for the Friends (goal is to have them moved out Q1 2025).
6	<p>Report from: Facilities – Jennifer Deering</p> <ul style="list-style-type: none"> ● Deering gave a report on the Facilities department. <ul style="list-style-type: none"> ○ Facilities finished the Water Wall project for the kids area at Clifton. They built every component of the Water Wall with art from TJ Smith. ○ Security, tree removal, and snow removal routines were added to the vacant lots on Grand Avenue. Staff have also worked to revamp the storage shed on the property. ○ The Discovery Garden is moving into Facilities care beginning in 2025. ○ A new marquee sign at Central and 970West studio sign was added. ○ More accessibility changes are being worked on (tcoil hearing loop, uneven sidewalks, etc). ○ All MCL buildings except for the new Clifton Branch have reached a point in their age where maintenance needs rapidly increase. ○ Deering discussed her strategy to maintain buildings and proceed through 2025.
7	<p>Community Needs Assessment Priorities from Admin</p> <ul style="list-style-type: none"> ● Budget priorities and short term to long term priority lists were included. ● Orchard Mesa replacement has moved down on the priority list due to various budget factors that were not included in the community needs assessment. ● There will be further discussion at the January 23rd special meeting with the Foundation.

8	<p>Executive Committee Report</p> <ul style="list-style-type: none"> • Dow, Conry, and Watson were in attendance. • The meeting covered Boisvenue-Fox’s mid-year review. • Boisvenue-Fox provided a report on what she had achieved over the course of six months.
9	<p>Good Governance Committee Report</p> <ul style="list-style-type: none"> • The Good Governance committee meets annually in November to propose the slate of officers for the upcoming year. • Conry has agreed to serve one year as president, Watson will serve as vice president, and Landmeier will serve as secretary. • There were no further nominations.
10	<p>Nomination and Election of 2025 Board Officers</p> <ul style="list-style-type: none"> • There were no nominations from the floor. • Landmeier moved to approve the slate of officers as presented, Fitzgerald seconded. None opposed, Motion Carried.
11	<p>Presentation of MCL 2025 Final Budget</p> <ul style="list-style-type: none"> • The only changes between this version and the initial draft seen in October are listed in the packet and include the final property tax revenue based on the final assessed values provided by the County at the end of November, final amounts for benefit premiums and a grant.
12	<p>Resolution #24-06 – A Resolution to Adopt Annual Budget for 2025</p> <ul style="list-style-type: none"> • Conry moved to approve the resolution #24-06 to Adopt the MCL Annual Budget for 2025 pursuant to § 29-1-108 of the C.R.S. Landmeier seconded. None opposed, Motion Carried.
13	<p>Resolution #24-07 – A Resolution to Appropriate Sums of Money</p> <ul style="list-style-type: none"> • Conry moved to approve Resolution #24-07 to Appropriate Sums of Money pursuant to § 29-1-108 of the C.R.S. Watson seconded. None opposed, Motion Carried.
14	<p>Resolution #24-08 – A Resolution to Certify the Mill Levy</p> <ul style="list-style-type: none"> • Conry moved to approve Resolution #24-08 A Resolution to Certify the Mill Levy. Spydell seconded. None opposed, Motion Carried.
15	<p>Bias Awareness Efforts</p> <ul style="list-style-type: none"> • Due to time constraints, this topic has been moved to the January 2025 regular meeting.
16	<p>CALCON Trustee Report</p> <ul style="list-style-type: none"> • Due to time constraints, this topic has been moved to the January 2025 regular meeting.
17	<p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> • Board Meeting: 5:30 p.m. January 30, 2025 • Audit Committee Meeting: 3:00 p.m. January 17, 2025 • Joint Special Meeting with MCLF: 5:30 p.m. January 23, 2025 • Suggested agenda items for upcoming meetings <ul style="list-style-type: none"> o Bias Awareness Efforts o CALCON Trustee Report o Resolution #24-01 A Resolution to Resolve to Designate Mesa County Libraries Posting Locations and Adopt the 2025 Board Meeting Schedule o Overview of 2025 Policies for Review o Information Services Report
18	<p>Adjournment</p> <ul style="list-style-type: none"> • Conry adjourned the meeting at 6:35 p.m. via acclamation. None opposed, meeting adjourned.

Minutes submitted by Alayna Adamson, MCL Executive Support Coordinator