



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

Minutes

Date and Time: Thursday, April 24, 2025 – 5:30 p.m.

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

#	Agenda Item
1	<p>Opening: Call to Order and Roll Call</p> <ul style="list-style-type: none"> Conry called the meeting to order at 5:30 p.m. BOARD PRESENT: Sue Conry, Mary Watson, Abby Landmeier, Randy Spydell, Sheryl Fitzgerald, Alice Dow STAFF PRESENT: Alayna Adamson, Ami Schiffbauer, Shana Wade, Blair Wade, Rachel Hanson, Tamara Vliek, Katelyn Sheader, Cydney Clink, Shanachie Carroll, Elizabeth Bush, Shawn Cwalinski, Stacy Sutton GUESTS PRESENT: Becca Thompson, Chris Cotton, Cheyanna Cruze, Vanessa Johnson, Jessica Geddes
2	<p>Approval of Agenda</p> <ul style="list-style-type: none"> Conry moved to approve the agenda with the addition of the 970West Studio Presentation via acclamation. None opposed, Motion Carried.
3	<p>Approval of Minutes – March 27, 2025</p> <ul style="list-style-type: none"> Conry approved the minutes via acclamation. None opposed, Motion Carried.
4	<p>Citizens to be Heard (<i>Each citizen speaking will be limited to three minutes.</i>)</p> <ul style="list-style-type: none"> Chris Cotton thanked staff for their work answering phones and being on the front lines with the amount of responses received from the Recycled Book Exhibit.
5	<p>Director and Administrative Updates</p> <ul style="list-style-type: none"> Director Report <ul style="list-style-type: none"> As of this meeting, five requests for consideration have come in. The library has received email and phone calls about a piece in the Recycled Book Show titled, “American Hitler.” Most of the calls were positive and supportive towards the library. Boisvenue-Fox will continue responding to incoming emails. Orchard Mesa Updates <ul style="list-style-type: none"> An email sent out with updates from the previous board meeting prompted more responses to come in. Staff will focus on short-term, temporary options and long-term joint venture options. Feedback is welcome. The Fruita branch’s high patronage and use are also bringing up questions on how to provide better services for all. On the Horizon Report <ul style="list-style-type: none"> The Board of Trustees vacancy has been posted on social media, is in the library’s newsletter, the Community Impact Council newsletter, and other community announcements have been made.

	<ul style="list-style-type: none"> ○ Summer Reading starts May 27th. ● Statistics Report <ul style="list-style-type: none"> ○ Increase in library visits to Central and other branch locations, eCirculation is still up over 100,000 circulations, 970West Studio Reservations increased, 1:1 instruction (tech table, Book a Librarian, etc) are up, and programming attendance continues to increase. ○ Physical circulation is still down, and computer and wireless usage are also down. ● Financial Report <ul style="list-style-type: none"> ○ Total Tax Revenue collection as of the end of March is 37.7% of the budget. ○ With 25% of the year elapsed, the District has expended 24.4% of the Operating budget and 12.9% of the Capital Expenditures budget. ○ There were no expenditures for the Board's review from March equal to or greater than \$150,000. ○ B. Wade pointed out an update to the Comparative Balance Sheet included in the Board's packet. In the bottom Liabilities section, the report under Long-Term Liabilities, there was a significant increase year-over-year in Accrued Leave Liability. This line item represents the dollar amount the library district owed employees as of Dec 31, 2024 if they had to pay out all accrued vacation and sick leave as of that date all at once. The Government Accounting Standards Board issued new guidance for how to report these on the financial statements leading to an increase of about 45% in this line item. B. Wade has asked the library's auditors to discuss this update in their report to the board in June. ● Development Report <ul style="list-style-type: none"> ○ Sippin' for the Stacks is coming up on Saturday, May 3rd. <ul style="list-style-type: none"> ■ There are currently 55 ticket sales, which is down from last year at this time, but because tickets cost more, the library has made more profit—no money is being lost on this event. ■ The liquor license hearing went well and a permit for the event was received. ○ The Foundation's Fundraising Committee raised \$1,500 in sponsorships for the Summer Reading Kickoff Parties at Fruita, Central, and Clifton. ○ MCLF Liaison Report <ul style="list-style-type: none"> ■ Landmeier and Spydell didn't have anything further to add to the report. ● Human Resources Report <ul style="list-style-type: none"> ○ Interviews for the Finance Director position were positive. ○ The Head of Public Services position has a good applicant pool. ○ The Part-time Library Assistant position has received some familiar candidates. ○ There are many candidates for the West Branches Assistant position.
6	<p>Report From Tamara Vlieg: Communications</p> <ul style="list-style-type: none"> ● Vlieg delivered her department report to the Board of Trustees. ● Their goals are to focus on the library's larger signature programs and events and to bring community awareness to the services the library provides. ● Vlieg shared quarter by quarter strategies, comprehensive market campaigns, and some statistics on the library's media engagement. ● She also shared a commercial edited by the 970West Studio and voiced over by staff to promote Words on Wheels.
	<p>Report From Katelyn Sheader: 970West</p> <ul style="list-style-type: none"> ● Katelyn Sheader, Studio Lead, shared her report to the Board of Trustees. ● She introduced the studio staff, their changes and improvements, focuses, and statistics.

	<ul style="list-style-type: none"> • Sheader also shared a clip from the 125th Library Anniversary interviews for National Library Workers Day.
7	<p>2025 Strategic Focus Area, Goals, and Activities</p> <ul style="list-style-type: none"> • The Strategic Focus Area, goals, and activities focuses on social safety nets, awareness & accessibility, community and belonging. • Measures of success have been adjusted and added to. • Community stakeholder research is done over three stakeholder groups. This research is done annually to see what the community needs. • Activities that are intended to be supportive of the goals/measures of success have been added. • The board will be shown these changes year over year. • Annual statistics and the report will be reported on at the end of the year. Conry agreed to add the strategic roadmap process as a Board Retreat topic.
8	<p>Spanish Speaking Population Awareness Efforts</p> <ul style="list-style-type: none"> • All departments add activities on how the library serves Mesa County's Spanish Speaking community and how services are expanded based on the strategic road map, including developing a committee of Spanish speaking staff to help improve programs and services.
9	<p>Board Comments</p> <ul style="list-style-type: none"> • Landmeier attended the Teen Self Care Fair. She appreciated seeing repeat attendees from the year prior, and noted good conversation and engagement. • Watson asked about last month's report regarding the removal of old charging stations. They are no longer working due to age and will not be replaced with new EV chargers. She also gave kudos to Kristen Ridgway, library assistant, for an engaging historical blog post on the Town of Carpenter. • Watson and Dow talked about the addition of Tonies and how they work. <p>Upcoming Board Meetings</p> <ul style="list-style-type: none"> • Board Meeting: 5:30 p.m. May 29, 2025 • Executive Committee: 1:00 p.m. June 3, 2025 • Audit Committee: 11:00 a.m. May 16, 2025 • Board Retreat: TBD <p>Suggested agenda items for upcoming meetings</p> <ul style="list-style-type: none"> • Policies for Review: Budget Policy, Investment Policy, Banking and Cash Management Policy [Finance Committee Report] • Staff Satisfaction Survey 2025 • Library Services to Mesa County Immigrants
10	<p>Adjournment</p> <ul style="list-style-type: none"> • Conry adjourned the meeting at 6:44 pm via acclamation.

Minutes submitted by Alayna Adamson, MCL Executive Support Coordinator