

**The monthly meeting of the Salt Lake City Public Library Board of Directors  
was held on Thursday, January 19, 2012, at the Main Library, 210 East 400 South.**

**Those in Attendance**

Kevin Werner, President; Ella Olsen, Vice-President; Elizabeth Gupta, Secretary; Mark Alvarez; Emilie Charles; Ila Rose Fife; Hugh Gillilan; Hikmet Loe; Linda Hamilton, Transitional Director; and Tommy Hamby, notetaker. Also in attendance were additional staff: Deborah Ehrman, Associate Director; Julianne Hancock, Communications Manager; Patty Steed, Associate Director; and Paul Nielson, City Attorney. Board members Luana Chilelli and Ila Rose Fife were excused.

**I. CALL TO ORDER**

The meeting was called to order at 3:32 p.m.

**II. APPROVAL OF MINUTES – 00:00:27**

Ella Olsen moved that the minutes of the regular Board meeting held on December 15, 2011 be approved as written. Elizabeth Gupta seconded the motion, which passed unanimously.

**III. COMMUNICATIONS AND PUBLIC COMMENT – 00:00:50**

No public comment given.

**IV. SALT LAKE COUNTY LIBRARY BRIEFING – 00:01:02**

Jim Cooper, Director of the Salt Lake County Library briefed the Board on the County's strategic plan and process, priorities, initiatives, service models and opportunities for the City and County Libraries to collaborate. Andrea Globokar, Vice Chair of the County Library Board remarked on the strategic planning process and the need for good communication at all personnel levels and strong leadership, to which Cooper also added the need for a spirit of fun.

**V. BOARD PRESIDENT'S REPORT – 00:40:39**

Werner gave his report to the Board specifically pointing out the various actions that the Board will need to take in the coming months, which include decisions about the new branches, the strategic plan and the annual budget. Hikmet Loe will be joining the Finance Committee. Werner thanked Linda Hamilton for her work and engagement with the Library and staff.

**VI. LIBRARY DIRECTOR'S REPORT – 00:46:38**

Hamilton gave a report to the Board on Library activities, which include staffing for open management positions, the budget, the management audit and internet filtering. Hamilton thanked Shelly Chapman and Julianne Hancock for the work they have been doing while the managerial positions in Financial Services and Computer Services have been vacant.

**VII. BUILDINGS AND GROUNDS REPORT**

**Report on the Glendale Branch – 01:01:32**

Fourteen architectural firms submitted their statements of qualifications for the Glendale Branch. Four firms were shortlisted; they will be presenting their proposals to the Glendale selection committee on Friday, January 27, 2012.

**Report on the Marmalade Branch – 01:09:44**

Ella Olsen reviewed the Marmalade steering committee's building recommendation, which will be voted on at February's Board meeting.

#### **VIII. FINANCE REPORT**

##### **Financial statements reviewed – 01:11:37**

Shelly Chapman reviewed the December 2011 financial statements and current month's expenditures.

##### **December financial statements approved – 01:18:37**

Ella Olsen moved that the financial statements of cash receipts and disbursements for December 2011 be approved and filed for audit. Hugh Gillilan seconded the motion, which after full review, passed unanimously.

##### **Chase Bank checks approved – 01:18:50**

Ella Olsen moved that Chase Bank checks dated January 19, 2012 numbered 22796 to 22933 in the amount of \$471,912.06 be approved for payment. Elizabeth Gupta seconded the motion, which after full review, passed unanimously.

##### **Wells Fargo Bank checks written during December acknowledged – 01:19:13**

Ella Olsen moved that Wells Fargo checks written during the month of December 2011 numbered 6895 to 6962 in the amount of \$161,585.91 be acknowledged by the Board. Hugh Gillilan seconded the motion, which after full review, passed unanimously.

#### **IX. STRATEGIC PLAN/OPERATIONS REPORT**

##### **Operations Report 01:19:33**

Deborah Ehrman reported on Library activities and programs. Ehrman recognized Elizabeth King, Event Services, Frans Berghoff and the Maintenance staff, for the work they have done in preparation for the Sundance Film Festival at the Library.

##### **Dashboard/Personnel Changes Reviewed – 01:24:43**

Hancock presented the monthly dashboard. Chapman presented the personnel changes.

#### **X. OLD BUSINESS – 01:26:02**

No New Business.

#### **XI. NEW BUSINESS – 01:26:05**

##### **Annual Briefing on Director and Officers Insurance Policy**

Shelly Chapman introduced Ned Leonard of Moreton and Company who briefed the Board on the Library's Director and Officers insurance policy.

#### **XII. OTHER – 01:41:42**

#### **XIII. ADJOURN 01:41:47**

Hugh Gillilan moved to adjourn the meeting. Ella Olsen seconded the motion, which passed unanimously. The meeting adjourned at 5:14 p.m., respectfully submitted, Elizabeth Gupta, Secretary.

#### **NEXT MEETING**

The next regular meeting of the Salt Lake City Public Library Board of Directors is scheduled for Thursday, February 16, 2012, 3:30 p.m. at the Main Library, 210 East 400 South.