

THOSE IN ATTENDANCE:

Emilie Charles, President
Nate Salazar, Vice President
Luana Chilelli, Secretary

Pete Giacoma
Jana Ostler

Denise Thornhill
Alberta Comer

THOSE EXCUSED:

Kevin Werner

ADDITIONAL STAFF IN ATTENDANCE:

Trent Bateman, Audit Manager at Eide Bailly LLP
Jace Bunting, Finance Manager
Shelly Chapman, HR Manager
Alex Christman, Administrative Assistant

Ryan Cunningham, Internal
Comm. Specialist
Debbie Ehrman, Acting Director
Linda Hamilton, HR Consultant
Mark Kittrell, City Attorney

Andrew Shaw, Communications
Manager
Paul Skeen, CPA at Eide Bailly LLP
Patty Steed, Assistant Director for
Neighborhood Services

I. CALL TO ORDER

Ms. Charles called the meeting to order at 3:00pm.

II. APPROVAL OF MINUTES

Mr. Salazar moved that the [December 28, 2015 Board Meeting Minutes](#) be approved as written; Ms. Thornhill seconded the motion, which passed with 6 yeases and 1 abstention.

III. COMMUNICATIONS AND PUBLIC COMMENT

No public comments

IV. BOARD PRESIDENT'S REPORT

Ms. Charles informed the Board that she would expedite the agenda in order to focus on the [FY15 Audit](#), the [Director's Report](#), and the Executive Director Search Process and Guidelines Discussion. She called for question or comment on the information provided. No question or comment.

V. LIBRARY DIRECTOR'S REPORT

Ms. Ehrman reviewed the details of the [Director's Report](#). She also informed the Board of a potential leak at the Marmalade Branch, the origin of which is unknown, and the extent of damage. She also informed the Board of the library's participation in an Urban Libraries Council webinar called "[Outreach in Your Community: Building Immigrant and Refugee Programs](#)".

VI. NEW BUSINESS

Mr. Bunting, Mr. Skeen, and Mr. Bateman reviewed the details of the [FY15 Audit](#). Mr. Skeen and Mr. Bateman informed the Board that there were three items of interest to highlight from the report. One: that the accounting practices of the Salt Lake City Public Library are in accordance with generally accepted accounting principles. Two: that the library's internal control and compliance are satisfactory as a result of Mr. Bunting's excellent performance. Three: that there was a major change in national accounting pronouncement regarding pension liability which has affected the way the Library manages its finances, but that the Library has been appropriately responsive to the change.

VII. OLD BUSINESS

No old business.

VIII. BUILDINGS AND GROUNDS REPORT

Ms. Charles expressed that this information was provided in the [Marmalade Branch Update](#) and called for questions or comment. No question or comment.

IX. FINANCE REPORT

Ms. Charles expressed that this information was provided in the [Financial Dashboard](#) and [Financial Statement](#) and called for questions or comment. No question or comment.

X. OPERATIONS REPORT

Ms. Charles expressed that this information was provided in the [Dashboard and Press Mentions](#) and [Quarterly Personnel Statistics](#) and called for questions or comment. No question or comment.

XI. BRIEF RECESS

Ms. Charles called a recess at 3:25pm.

XII. RECALL TO ORDER

Ms. Charles recalled the meeting to order at 3:35pm with the absence of Ms. Ehrman, Mr. Shaw, Mr. Skeen, and Mr. Bateman.

XIII. OTHER

A. The Board will consider a motion to enter into Closed Session.

A closed meeting described under Section 52-4-205 may be held for specific purposes including, but not limited to:

- a. discussion of the character, professional competence, or physical or mental health of an individual;
- b. strategy sessions to discuss collective bargaining;
- c. strategy sessions to discuss pending or reasonably imminent litigation;
- d. strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would:
 - i. disclose the appraisal or estimated value of the property under consideration; or
 - ii. prevent the public body from completing the transaction on the best possible terms.

B. Executive Director Search Process and Guidelines

Ms. Charles introduced Ms. Hamilton to the Board as an HR Consultant facilitating the discussion concerning the Executive Director Search Process and Guidelines. Ms. Hamilton informed the Board of the results of a preliminary Board survey regarding the preferable requirements of prospective Executive Director candidates. The Board opened discussion of the process and guidelines for the Executive Director outlining preferred educational background and experience, recommended salary and benefits, as well as library staff involvement, community involvement, and the purpose and role of the Executive Director Search Committee.

XIV. ADJOURN

Ms. Charles moved to adjourn the meeting. Mr. Salazar seconded the motion, which passed unanimously. The meeting adjourned at 5pm.

UPCOMING SCHEDULE

Monday, February 22, 2016, 4pm, Main Library, 210 East 400 South, Salt Lake City, UT 84111