

**THOSE IN ATTENDANCE:**

Emilie 'Mimi' Charles, President  
Alberta Comer, Secretary  
Jana Ostler  
Cindy Kindred  
Deeda Seed

**THOSE EXCUSED:**

Luana Chilelli, Vice President

**ADDITIONAL STAFF IN ATTENDANCE:**

Peter Bromberg, Executive Director  
Debbie Ehrman, Deputy Director  
Lisa Curt, Asst. Director for Main  
Patty Steed, Asst. Director for Neighborhood Services  
Shelly Chapman, Human Resources Manager  
Andrew Shaw, Communications Manager  
Jace Bunting, Finance Manager

Jennifer Beaty, Administrative Assistant  
Ryan Cunningham, Internal Communications Specialist  
Kimberly Chytraus, Salt Lake City Attorney  
Russell Weeks, Board Liaison

**I. CALL TO ORDER**

Ms. Charles called the meeting to order at 4:05pm.

**II. APPROVAL OF MINUTES**

Ms. Ostler moved that the [December 19, 2016](#) Board Meeting Minutes be approved as written. Ms. Comer seconded the motion which passed unanimously.

**III. COMMUNICATIONS AND PUBLIC COMMENT**

No public comments.

**IV. BOARD PRESIDENT'S REPORT**

Ms. Charles presented the Board with a six month calendar that has a detailed list of all Board activities. She also advised that there is a calendar on the Library's website that has meeting information in case Board members have questions about upcoming meetings.

Ms. Charles discussed moving the June 2017 Board Meeting from June 26, 2017 to June 19, 2017 due to the American Library Association (ALA) Conference being held during the regularly scheduled time.

Ms. Charles encouraged Board members to attend one of the two conferences coming up. The Utah Library Association (ULA) Conference will be held in Sandy, UT in May 2017 and the ALA Conference will be in Chicago, IL in June 2017.

Ms. Charles reported that she and Peter Bromberg met with the Mayor's office to talk about budget questions and board appointments. They advocated for new Board members who reflect the diversity of the community that the Library serves.

**V. [LIBRARY DIRECTOR'S REPORT](#)**

Mr. Bromberg reported that he and Ms. Charles met with some city officials to discuss budget questions. The department level requests from managers were finalized January 13, 2017, and the Executive Leadership Team (ELT) will be going through those requests and will present a synthesized version to the Board in February, after presenting it to the Finance Committee.

Mr. Bromberg updated the Board on the Space Utilization Study being conducted for the Chapman, Sprague, and Day-Riverside Branches. Blalock and Partners will begin conducting interviews and focus groups with staff in the afternoons, and community outreach sessions in the evenings during the week of January 30th – February 3 2017. After the meetings, Blalock and Partners will have an estimate that the ELT can put into the budget. Mr. Bromberg thanked Ms. Steed for doing a great job leading this project.

Mr. Bromberg reported that the Amphitheater is now under Library control and the Library's security is monitoring it.

Mr. Bromberg reported that due to safety and cleanliness concerns about the bathrooms, the ELT and the Facilities/Maintenance Manager, Frans Berghoff, met to come up with ways to solve the issue. The Library has decided not to open the Urban Room until the building opens at 9:00 a.m. They are also looking at investing in more custodial help, hiring full-time bathroom attendants, and having more frequent patrols by security.

Mr. Bromberg updated the Board on the Website Redevelopment. Communications Manager Andrew Shaw is leading the project, and it will offer improved functionality, a better customer experience, and provide a better, more efficient platform that supports content creation and management.

Mr. Bromberg proposed the idea of eliminating fines, and would like to have a fuller discussion with the Board in a few months. Eliminating fines is more consistent with the Library's mission and values. Patrons would still be responsible for lost items. The Board would like Mr. Bromberg to explore this further.

Mr. Bromberg has continued to meet with tenants, City officials, and people in the community.

Mr. Bromberg asked Mr. Shaw to talk about United We Read, a reading initiative that encourages everyone in the County to connect by reading the same book. The Library partnered with the Salt Lake County Library and Murray Public Library. Mr. Shaw presented the Board Members with the book, [A Man Called Ove](#). The program is running through May 2017, and is encouraging people to read the book and share stories of kindness on their website, <http://www.unitedwereadslc.org/>.

Mr. Bromberg thanked Events Services Manager Elizabeth King, AV Technician Aleko Campos, and all Events Services staff for their work on the Sundance Film Festival.

Mr. Bromberg just returned from the ALA Midwinter Conference in Atlanta, GA. He reported on some of the programs he attended, and some ideas he had for working with the Friends of the Library.

- A. Mr. Shaw presented the [Press Mentions](#) from November and December of 2016.
- B. Mr. Bunting presented the [Financial Dashboard](#) and [Financial Statement](#) for December 2016. He highlighted the Tax Revenue Category.

## **VI. OLD BUSINESS**

- A. Ms. Kindred moved that the Board accept the [Fiscal Year 2016 Audit](#). Ms. Seed seconded the motion which passed unanimously.
- B. Ms. Kindred moved to accept the [Limiting Items Brought Into the Library Policy](#) with instruction to the Director to report back in three months. Ms. Seed seconded the motion which passed unanimously.
- C. Ms. Seed moved to accept the changes made to the [Patron Behavior & Rules of Conduct](#) with instruction to the Director to report back in three months. Ms. Ostler seconded the motion which passed unanimously.

## **VII. NEW BUSINESS**

- A. Ms. Ostler and Mr. Bromberg presented the Board with the [Budget Priorities Draft](#) for FY18. Ms. Seed moved to accept the Budget Priorities Draft as written. Ms. Kindred seconded the motion which passed unanimously.

**VIII. OTHER**

- A. Ms. Chytraus has scheduled GRAMA training for the Board for the February Board Meeting. The City Recorder, Cindi Mansell, will be attending the meeting to help with training.

**IX. ADJOURN**

Ms. Ostler moved to adjourn the meeting. Ms. Seed seconded the motion, which passed unanimously. The meeting adjourned at 6:09 PM.

**UPCOMING SCHEDULE**

February Board Meeting – Monday, February 27, 2017, 4pm, Sprague Branch 2131 South 1100 East, Salt Lake City, UT 84106