

**THOSE IN ATTENDANCE:**

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

Pete Giacoma  
Jana Ostler

Denise Thornhill

**THOSE EXCUSED:**

Kevin Werner

Alberta Comer

**ADDITIONAL STAFF IN ATTENDANCE:**

Jace Bunting, Finance Manager  
Shelly Chapman, HR Manager  
Alex Christman, Administrative Assistant

Ryan Cunningham, Internal  
Comm. Specialist  
Lisa Curt, Assistant Direct for  
Main Library and Collections

Andrew Shaw, Communications  
Manager  
Debbie Ehrman, Acting Director  
Mark Kittrell, City Attorney

**I. CALL TO ORDER**

Ms. Charles called the meeting to order at 4:02pm.

**II. APPROVAL OF MINUTES**

Mr. Giacoma moved that the [January 25, 2016 Board Meeting Minutes](#) be approved as written; Ms. Thornhill seconded the motion, which passed unanimously.

**III. COMMUNICATIONS AND PUBLIC COMMENT**

No public comments

**IV. BOARD PRESIDENT'S REPORT**

**Executive Director Search Update**

Ms. Charles, with Ms. Comer's absence, informed the Board of the status of the Executive Director Search Committee. The committee has met once thus far and in that meeting decided to add two Library staff members through a process of open nomination and election from their peers. The committee will have their two staff representatives named by Friday February 26, 2016. Committee meetings are suspended until these representatives are present. Ms. Charles hopes to have an overview of the search process outlined once the next meeting occurs.

**EPA**

Ms. Charles informed the Board of a letter of gratitude received by the local EPA office for the Library's service during their public hearing on January 26, 2016. Ms. Curt and Ms. Ehrman were thanked for their work in diffusing a tense situation between EPA officials and area coal miners, allowing the hearing to proceed as planned.

**V. LIBRARY DIRECTOR'S REPORT**

Ms. Ehrman informed the Board that there would be no Director's Report this month.

**VI. NEW BUSINESS**

**FY17 Budget**

Ms. Ehrman and Mr. Bunting reviewed the details of the [FY17 Budget](#). Mr. Bunting informed the Board that the budgets are balanced and that all of the final details will be attended to in the coming weeks. Ms. Ehrman informed the Board that the budget addresses all six of the Board's budget priorities including cost of living wage increases for staff, increased staffing to allow for more community engagement, architectural and space utilization studies, increased operational budgeting to collection development, staff benefits, and replacing the carpeting of the sub-level and first floor of the Main Library. Mr. Giacoma, representing the Board's Finance Committee, gave his recommendation that the budget is sound and expressed gratitude towards Mr. Bunting for an impressive job.

Ms. Charles informed the Board that, following this first presentation of the budget, small group meetings of 4 members would be organized through Ms. Ehrman and Mr. Christman in order for Board members to look over the budget in greater detail. The budget book will be presented at the March Board meeting before it is sent to the City for approval.

## **VII. OLD BUSINESS**

### **24/7 Library Service Pilot Proposal Report**

Ms. Ehrman informed the Board about the background of the [24/7 Library Service Pilot Proposal Report](#). This process began in 2014 when the Library was approached by community partners hoping to find ways to better serve the city's homeless youth. The proposal was made for a two-year pilot program backed by private donations to increase library service at the Main Library to 24 hours a day, 7 days a week. Upon the completion of the pilot, if the Board and community felt that 24/7 library services should be continued, the Library would seek public funding for 24/7 library service. The Board approved a consultant, surveyed staff and the public, and created a standing 24/7 committee composed of community members, Library administration, and Board members. The final step was to compile the numbers about what 24/7 service might look like, including cost of personnel, utilities, and security coverage for 24/7 service on the first two floors of the Main Library. Ms. Ehrman then asked Mr. Giacoma to continue with the presentation of the report.

Mr. Giacoma reviewed the details of the [report](#), which was created following a Board request in October, 2015. He informed the Board that the original yearly cost of \$600,000 was not reflected by the report's findings. The report states that the projected cost for 24/7 library service would be \$1.8 million for year one and \$1.9 million for year two. Mr. Giacoma informed the Board that, in order to ensure that these numbers were accurate and sound, a 24/7 Task Force consisting of Mr. Salazar, Ms. Chilelli, and Ms. Ostler reviewed the report with administration prior to the Board meeting. Mr. Salazar, as a representative of the task force, stated that the rough estimate presented in the report is accurate based upon the work of the administration. Mr. Giacoma informed the Board that it was the opinion of the Board Finance Committee, the 24/7 Task Force, and Library administration that the numbers presented are sound and that a decision must be made regarding further inquiry into 24/7 library service.

Mr. Giacoma moved that, based on the financial projections prepared by the Library Administration to conduct this pilot project, the Library Board discontinue inquiry into the 24/7 Library Service pilot project at this time. Ms. Chilelli seconded the motion. Ms. Charles called for comment before voting and Mr. Salazar emphasized that he was willing to vote based only on the financial issues of the project and not the merit of the idea. Mr. Salazar expressed that this entire process has provided opportunities to focus on alternate solutions to community concerns, including expanding the hours of the Main Library and engaging in more community partnerships with social service providers. Ms. Charles expressed that the financial responsibilities of the project would create an undue burden on taxpayers and dilute funding for other social services in the community which the Library supports. Ms. Charles called for a vote on the motion to discontinue inquiry into the 24/7 Library Service pilot project at this time which passed unanimously.

## **VIII. BUILDINGS AND GROUNDS REPORT**

Ms. Ehrman reviewed the details of the [Marmalade Branch Update](#). She also informed the Board of the upcoming celebrations for the opening of the branch, and that the fence murals were now installed.

## **IX. FINANCE REPORT**

Mr. Bunting reviewed the details of the [Financial Dashboard](#) and [Financial Statement](#).

## **X. OPERATIONS REPORT**

Mr. Shaw reviewed the details of the [Dashboard](#) and [Press Mentions](#).

## **XI. OTHER**

**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.

**XII. ADJOURN**

Mr. Salazar moved to adjourn the meeting. Ms. Chillemi seconded the motion, which passed unanimously. The meeting adjourned at 5:12pm.

**UPCOMING SCHEDULE**

Monday, March 28, 2016, 4pm, Marmalade Branch, 500 North 300 West, Salt Lake City, UT 84103