

The Salt Lake City Public Library Board of Directors held their monthly meeting on Monday, February 24, 2014 at 4:00pm in the Main Library Boardroom, 210 East 400 South, Salt Lake City, Utah.

Those in Attendance

Kevin Werner, President; Emilie Charles, Vice President; Denise Thornhill, Secretary; Luana Chilelli; Pete Giacoma; Ella Olsen; Nathaniel Salazar; Amanda Thorderson, and Holly M. Yocom. Additional staff in attendance: Jace Bunting, Finance Manager; Shelly Chapman, Human Resources Manager; Tommy Hamby, Administrative Assistant; Paul Nielson, Legal Counsel; Andrew Shaw, Communications Manager; John Spears, Executive Director; and Patty Steed, Associate Director.

I. CALL TO ORDER

Mr. Werner called the meeting to order at 4:03pm.

- Mr. Werner welcomed Nathaniel Salazar and Holly Yocom to the Library Board.
- Mr. Salazar introduced himself.
- This will be Ms. Thorderson's last Board meeting as a Board member before moving to Portland, Oregon.
- Mr. Spears introduced Rachel Getts, Level Two Assistant Librarian; Josh Hanagarne, Level Three Librarian; and Donnae Tidwell, Nonfiction Selector as members of the Library Employee Organization's (LEO) Executive Council and thanked outgoing members Sage Paterson and Brooke Young for their service on LEO.
- Ms. Yocom introduced herself.

II. APPROVAL OF MINUTES

Ms. Chilelli moved that the [January 22, 2014 Board meeting minutes](#) be approved as written. Ms. Olsen seconded the motion, which passed unanimously.

III. COMMUNICATIONS AND PUBLIC COMMENT

Library patron Michael Sussman visited the Board to express concern about the Library canceling its subscription to Films on Demand, Library staff not wearing name tags, and Mr. Sussman expressed his opinion that the Salt Lake Roasting Co. should not be allowed to be a Main Library tenant due to their music level and poor customer service. Mr. Spears will be drafting a response to Mr. Sussman on behalf of the Board.

IV. OLD BUSINESS

[FY2012-13 Audit Report](#)

Ms. Olsen moved to accept the fiscal year 2012-13 financial audit. Ms. Chilelli seconded the motion, which passed unanimously. Mr. Giacoma and Mr. Werner thanked the administrative team for the smooth audit.

V. NEW BUSINESS

[Downtown Master Plan Briefing](#)

Molly O'Neil Robinson, Project Manager for the Downtown Master Plan, briefed the Board on the plan process and community outreach. Ms. Robinson posed questions to the Board and Staff about the Library's role in the community. Mr. Werner and Mr. Spears will develop a plan to

formally respond to these questions by the March Board meeting. Mr. Werner expressed support for the Plan's goal to re-instate east-west TRAX service directly connecting the Library with Salt Lake City Central. Mr. Giacomini expressed concern about parking downtown.

[REF10 Internet Access Policy Update](#)

Mr. Spears presented proposed changes to Library Policy REF10 Internet Access Policy for the Board's consideration. The changes were developed by Library management to simplify some of the language and comport with current processes, specifically as it deals with filtering. The Board will consider a motion to accept these changes at March's Board meeting. Mr. Werner requested clearer language regarding the printing costs proposed.

[FY2014-15 Proposed Budget](#)

Mr. Bunting and Mr. Spears reviewed the fiscal year 2014-15 budget requests, which have been reviewed by the Board Finance Committee. Small groups of Board members will be meeting to more thoroughly review the budget. The final draft of the FY2014-15 budget will be presented to the Board at March's meeting; if approved by the Board, it will be forwarded to the City Council for final approval.

VI. BOARD PRESIDENT'S REPORT

- Mr. Werner welcomed Mr. Salazar and Ms. Yocom to the Board.
- With Ms. Thorderson's departure (and Ms. Olsen's impending departure), the Board is soon to be down two Board members.
- Board officer elections will be in June; Mr. Werner will be forming a nominating committee in the coming months. Mr. Werner asked for Board members to consider their interest in committee involvement.
- Mr. Spears will be sending the current draft of his performance plan and status to the Board in early March.

VII. [LIBRARY DIRECTOR'S REPORT](#)

- In addition to the written report (available at the link above), Mr. Spears reported the following items:
- The Library has been holding its Food for Fines program with some changes to how it has normally been done: the program will be held for two weeks rather than one week and the Library has advertised the program. This program has been popular with patrons.
- Ms. Chapman, Mr. Spears, and Ms. Steed attended a Managing Transitions training in San Francisco from Feb 10-12, 2014.
- Mr. Spears thanked the Suicide Mitigation Task Force (Barbara Chavira, Josh Hanagarne, and Jason Rabb) for their research and report on suicide mitigation at the Main Library. Mr. Spears will be forwarding their report to the Board.
- Mr. Spears will formalize a response to library patron Mr. Sussman's concerns as stated in the public comment portion of the Board meeting.

VIII. BUILDINGS AND GROUNDS REPORT

Glendale Branch Library Update

Mr. Giacomini updated the Board on the Glendale Library project. Construction is well underway.

Marmalade Branch Library Update

Ms. Olsen updated the Board on the Marmalade Library project. The construction bids came in over budget; plans will be reviewed to implement cost saving measures and will be resubmitted for bid.

IX. FINANCE REPORT

[Capital Budget Reallocation Request](#)

The Salt Lake City Public Library staff is requesting a capital budget reallocation of up to \$20,000 from the Network System Upgrade account to the RFID/ILS account. This requested reallocation would simply move funding between two accounts in the Capital Project fund and does not impact the Library's FY14 Capital Project or overall budgets.

Ms. Chilelli moved to approve the capital budget reallocation of \$20,000 from the Network System Upgrade account to the RFID/ILS account. Ms. Thornhill seconded the motion, which passed unanimously.

Financial Statement Review

Mr. Bunting reviewed the [January 2014 financial report](#) with the Board.

STRATEGIC PLAN/OPERATIONS REPORT

[Operations Report](#)

Ms. Steed reviewed the January Operations Report with the Board.

[Dashboard](#)

Mr. Shaw reviewed the January 2014 Dashboard with the Board. Mr. Shaw also noted the news media mentions of the Library.

X. OTHER

No other business.

XI. ADJOURN

Ms. Thorderson moved to adjourn the meeting. Ms. Chilelli seconded the motion, which passed unanimously. The meeting adjourned at 6:00pm.

UPCOMING SCHEDULE

The Salt Lake City Public Library Board of Directors will hold their regular meeting on Monday, March 24, 2014, at 4:00pm in the Main Library Boardroom, 210 East 400 South.