

THOSE IN ATTENDANCE:

Emilie Charles, President
Luana Chilelli, Secretary
Pete Giacomia

Jana Ostler
Denise Thornhill

Kevin Werner
Alberta Comer

THOSE EXCUSED:

Nate Salazar, Vice President

ADDITIONAL STAFF IN ATTENDANCE:

Jace Bunting, Finance Manager
Shelly Chapman, HR Manager
Alex Christman, Administrative Assistant
Lisa Curt, Assistant Director for Main Library and Collections

Debbie Ehrman, Acting Director
Mark Kittrell, City Attorney
Safi Safiullah, Marmalade Branch Manager

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Andrew Shaw, Communications Manager
Patty Steed, Assistant Director for Neighborhood Services

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Ms. Ostler moved that the [February 22, 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

Ms. Charles thanked the Board for coming to the new Marmalade Branch. She informed the Board that she and Ms. Ehrman had met with Mayor Biskupski and that the meeting had been a pleasant and beneficial experience. She also updated the Board that the next day, she, Ms. Ehrman, Mr. Bunting, and Mr. Giacomia would return to the Mayor's Office for a review of the FY17 budget.

V. LIBRARY DIRECTOR'S REPORT

Ms. Ehrman presented her [Acting Director's Report](#) which includes her presentation to the State Library Board Meeting, the Marmalade Grand Opening, and meetings with the Mayor's Office. Highlights include the community discussion at the Marmalade Branch regarding the shooting of the teenager at The Road Home, parking issues at Main Library, the upcoming FY17 budget presentation on March 29th with Ms. Charles, Mr. Giacomia, Mr. Bunting, and Ms. Ehrman attending at the Mayor's Office at 3pm. Ms. Charles echoed praise for the Marmalade Grand Opening and its community discussion.

VI. NEW BUSINESS

A. [FY17 Budget](#) Approval – Ms. Ehrman, Mr. Bunting, and Mr. Giacomia

Ms. Charles asked Mr. Giacomia to present the Board's budget priorities and the entire budget process. Mr. Giacomia stated that the process was conducted by the administration and that the Board Finance Committee established the budget priorities and ensured that they are reflected in the proposed budget. Mr. Giacomia praised Mr. Bunting's work on the budget and the current state of the library's financial affairs, especially considering the addition of two branches running full-time. Ms. Ehrman presented the rest of the budget book. Ms. Charles praised the work done on the budget and emphasized the importance of being forward thinking. Mr. Bunting stated that changes to the budget since the Board last saw the proposal include small additional funding and an additional grant of approximately \$250,000 for renovations to the Chapman Branch in preparation for the branch's centennial celebration. Ms. Charles called for questions. Mr. Werner moved to approve the FY17 Budget as proposed. Ms. Chilelli seconded the motion, which passed unanimously.

VII. OLD BUSINESS

A. [Executive Director Committee Search Update](#) – Ms. Comer

Ms. Comer presented the Executive Director Search Committee Report to the Board. Ms. Charles asked to review the job posting, which Ms. Comer presented. The Board presented amendments to the job posting as well as the proposed selection timeline.

VIII. BUILDINGS AND GROUNDS REPORT

Ms. Charles reported that she has asked Ms. Ehrman to report monthly on the building and grounds as a system in the future now that the Marmalade Branch is open.

IX. FINANCE REPORT

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

X. OPERATIONS REPORT

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

XI. 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. Upcoming Conferences

Ms. Ehrman and Ms. Charles encouraged Board members to consider attending the upcoming Utah Library Association conference in May and the American Library Association Annual Conference in June. Board members shared their experiences attending these conferences in the past and encouraged others to attend.

C. City Council Budget Presentation

Ms. Ostler asked for more details concerning the budget presentations to the Mayor's Office and City Council. Mr. Giacoma, Ms. Ehrman, and Ms. Charles explained that the presentation to the Mayor would include Mr. Giacoma, Ms. Charles, Mr. Bunting, and Ms. Ehrman. The Mayor would review the budget and pass it along with her recommendations to the City Council who would review the proposed budget on April 19th, 2016.

XII. ADJOURN

Mr. Werner moved to adjourn the meeting. Ms. Chilelli seconded the motion, which passed unanimously. The meeting adjourned at 5:13pm.

UPCOMING SCHEDULE

Monday, April 25, 2016, 4pm, Main Library, 210 East 400 South, Salt Lake City, UT 84111