

**The Salt Lake City Public Library Board of Directors held their monthly meeting on Monday, April 28, 2014 at 4:00pm in the Main Library Boardroom, 210 East 400 South, Salt Lake City, Utah.**

**THOSE IN ATTENDANCE:** Emilie Charles, Vice President; Denise Thornhill, Secretary; Luana Chilelli; Pete Giacomia; Ella Olsen; Nathaniel Salazar; and Holly Yocom. Kevin Werner was excused. Additional staff in attendance: Jace Bunting, Finance Manager; Shelly Chapman, Human Resources Manager; Deborah Ehrman, Associate Director; Tommy Hamby, Administrative Assistant; Paul Nielson, Legal Counsel; John Spears, Executive Director; and Patty Steed, Associate Director.

#### **I. CALL TO ORDER**

Ms. Charles called the meeting to order at 4:00pm. Ms. Charles noted a change to the order of the agenda: *Buildings and Grounds Report: Marmalade Branch Library Update: Deductive Alternates and Marmalade Construction Budget* will immediately follow Communications and Public Comment.

#### **II. APPROVAL OF MINUTES**

Ms. Olsen moved that the [March 24, 2014 Board meeting minutes](#) be approved as written. Ms. Thornhill seconded the motion, which passed unanimously.

#### **III. COMMUNICATIONS AND PUBLIC COMMENT**

*No Public Comment.*

##### *Marmalade Branch Library Update*

##### [Deductive Alternates and Marmalade Construction Budget](#)

Mr. Spears welcomed Kevin Blalock, Marmalade Library architect, who visited the Board to discuss the construction budget. The second round of construction bids came in at approximately \$230,000 over budget. The Marmalade Technical Committee met to discuss some deductive alternates, which Mr. Blalock discussed with the Board. Mr. Spears suggested that the Board reconsider allotting \$130,000 to move some utility boxes on 300 West and 500 North and use that money to offset the shortfall. Hearing no objections, Mr. Spears will proceed with exploring next steps for reallocating the funds to move the utility boxes; no action was taken.

#### **IV. BOARD PRESIDENT'S REPORT**

- Ms. Charles reminded all Board members to submit their Director evaluations to Mr. Werner by May 1.
- The May Board meeting has been moved from May 26 (Memorial Day) to May 19.

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

- Mr. Spears distributed a handout outlining the Mayor's Skyline Challenge, which was received on April 28. This will be discussed by Library Administration; representatives will be visiting the May Board meeting to discuss this issue.
- Mr. Spears reviewed a presentation of his vision for the Library that he has been sharing with staff at each department's meeting.

**VI. OLD BUSINESS**

*No Old Business.*

**VII. NEW BUSINESS**

[Employee Handbook Revisions](#)

Ms. Chapman presented the changes to the Employee Handbook developed by the Employee Handbook Committee. The Board will consider a motion at the May Board meeting to adopt these changes.

**VIII. BUILDINGS AND GROUNDS REPORT**

*Glendale Branch Library Update*

Mr. Giacomia updated the Board on the Glendale Library project. Construction is on schedule and continues to go smoothly. The Glendale Branch project is the first in Utah to obtain SEED (Social Economic Environmental Design) certification. SEED is a public outreach evaluator that certifies that the social, economic, and environmental impact on the community is addressed in the design of the project. Mr. Giacomia shared the public art mural proposal with the Board.

**IX. FINANCE REPORT**

*Financial Statement Review*

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

**X. STRATEGIC PLAN/OPERATIONS REPORT**

*Operations Report*

Ms. Ehrman reviewed the [March 2014 Operations Report](#) with the Board.

*Dashboard*

Mr. Spears reviewed the [March 2014 Dashboard, Financial Dashboard, Personnel Statistics, and Press Mentions](#) with the Board.

**XI. OTHER**

*No Other Business.*

**XII. ADJOURN**

Ms. Chilelli moved to adjourn the meeting. Mr. Salazar seconded the motion, which passed unanimously. The meeting adjourned at 5:51pm.

**UPCOMING SCHEDULE**

The Salt Lake City Public Library Board of Directors will hold their regular meeting on a special day: Monday, May 19, 2014, at 4:00pm in the Main Library Boardroom, 210 East 400 South.