

The Salt Lake City Public Library Board of Directors held their monthly meeting on Monday, May 19, 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; and Holly Yocom. Additional staff in attendance: Jace Bunting, Finance Manager; Shelly Chapman, Human Resources Manager; Deborah Ehrman, Associate Director; Tommy Hamby, Administrative Assistant; John Spears, Executive Director; Patty Steed, Associate Director; and Donnae Tidwell, Selector/Library Employee Organization President.

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Ms. Thornhill moved that the [April 28, 2014 Board meeting minutes](#) be approved as written. Ms. Olsen seconded the motion, which passed unanimously.

III. COMMUNICATIONS AND PUBLIC COMMENT

No Public Comment.

Ms. Tidwell presented a certificate of appreciation and gift from Library staff to Torle Nenbee of the Volunteers of America who will be leaving the Library Engagement Team to work for the Peace Corps in Africa. Mr. Spears and the Board thanked Ms. Nenbee for her service.

IV. NEW BUSINESS

[*Mayor's Skyline Challenge*](#)

Kevin Emerson of Utah Clean Energy visited the Board to present Project Skyline, which launches May 21. Project Skyline is a partnership with the Mayor's office that aims to reduce energy use in downtown buildings.

[*Downtown Master Plan Briefing*](#)

Michael Maloy of the Salt Lake City Planning Division briefed the Board on the progress of the Downtown Master Plan. Mr. Maloy asked the Board to consider the Library's priorities in the drafter master plan and offer feedback by the end of May. [The Board agreed to provide a compilation of individual comments from Board members and staff by the end of May. If the Library identifies issues the Board would like to take a collective stance on, those will be entertained at the June Board meeting.](#)

V. BOARD PRESIDENT'S REPORT

[*Nominating Committee Report*](#)

The Nominating Committee, comprised of Ms. Chilelli, Ms. Olsen, and Mr. Werner, presented the slate of officers for 2014-15: Emilie Charles, President; Luana Chilelli, Vice President; and Denise Thornhill, secretary. The Board will vote on the officers at the June 16 Board meeting.

There is one vacancy on the Board. The June 16, 2014 meeting will be Ms. Olsen's last. [creating a second vacancy.](#)

VI. LIBRARY DIRECTOR'S REPORT

Mr. Spears reviewed his report, which is a compilation of resources for professional development for the Board. Mr. Spears encouraged the Board to review library blogs and publications and consider membership in professional associations and conference attendance.

VII. OLD BUSINESS

Employee Handbook Revisions

The Employee Handbook revisions were presented at the May Board meeting. Ms. Chilelli moved to adopt the revisions to the Employee Handbook as recommended by the Library Employee Handbook Committee. Ms. Yocom seconded the motion, which passed unanimously.

VIII. BUILDINGS AND GROUNDS REPORT

Glendale Branch Library Update

Mr. Giacomini updated the Board on the Glendale Library project. Construction is on schedule and continues to go smoothly.

Marmalade Branch Library Update

Ms. Ehrman updated the Board on the Marmalade Library Project. The Library is still in the process of considering deductive alternatives to meet the construction budget. The groundbreaking is scheduled for May 29 at 11am.

IX. FINANCE REPORT

Financial Statement Review

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

X. STRATEGIC PLAN/OPERATIONS REPORT

The Library co-hosted the *Library Journal* Design Institute with the Salt Lake County Library at the Main Library on May 15-16, which included library tours and workshops. Mr. Spears thanked all staff for their work in preparation for this event.

Mr. Spears distributed a survey of Board competencies to be completed by each Board member to get a sense of current and needed competencies for the Board.

Operations Report

Ms. Steed reviewed the [April 2014 Operations Report](#) with the Board, which included the first quarterly report of the Library Service Model Team. Mr. Spears explained that the strategic planning process will be linked to the work of this team and should be complete by February 2015. [Ms. Steed took an action to provide the Board with the compilation of surveys and assessments done on the Library over the past few years.](#)

Dashboard

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

XI. OTHER

No Other Business.

XII. ADJOURN

Mr. Werner moved to adjourn the meeting. Ms. Chilelli 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, June 16, 2014, at 4:00pm in the Main Library Boardroom, 210 East 400 South.

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