

**The Salt Lake City Public Library Board of Directors held their monthly meeting on Monday, August 25, 2014 at 4:00pm at the Chapman Branch Library, 577 South 900 West, Salt Lake City, Utah.**

**THOSE IN ATTENDANCE:** Emilie Charles, President; Luana Chilelli, Vice President; Denise Thornhill, Secretary; Alberta Comer, Pete Giacomia; Nathaniel Salazar, and Holly Yocom. Kevin Werner was excused.

Additional staff in attendance: Jace Bunting, Finance Manager; Shelly Chapman, Human Resources Manager; Lisa Curt, Associate Director; Deborah Ehrman, Deputy Director; Tommy Hamby, Administrative Assistant; Mary Anne Heider, Chapman Manager; Julie Lamb, Chapman Aide and LEO Representative; Paul Nielson, Salt Lake City Attorney; Andrew Shaw, Communications Manager; John Spears, Executive Director; and Patty Steed, Associate Director.

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

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

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

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

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

No Public Comment.

#### **IV. CHAPMAN BRANCH LIBRARY REPORT**

Ms. Heider welcomed the Board to the Chapman Branch and gave an overview of activities, programs, and staff information. Chapman will be doing a test of new open hours; staff are in the process of doing public surveys to get input on what new hours to test.

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

At the Salt Lake City School District's annual breakfast, the Library was recognized for partnering with the District on the summer feeding program and ensuring that each child receives a library card as part of school registration. Ms. Charles thanked the Board and staff for their work to strengthen this partnership.

Mr. Salazar has agreed to chair the Finance Committee and will be reaching out to the Board to find other interested members.

Mayor Becker has recommended Jana Ostler to the City Council as a candidate for the Library Board. Ms. Charles thanked Mr. Werner for his attention to this process.

Ms. Charles recommends that we continue the practice that began last year of hosting an evening reception rather than the traditional annual Board luncheon.

The Board retreat will be held on October 6 and will be facilitated by David Bendekovic. The Board discussed what would be most helpful to be addressed and how success of the retreat will be measured.

#### **VI. LIBRARY DIRECTOR'S REPORT**

Mr. Spears reviewed his report with the Board, which provided a quarterly update of the Library Service Model Team. Mr. Spears thanked the IMS department, Liesl Johnson, Frances

Brummett, and other staff for their work in getting cards to each student in Salt Lake City School District as part of registration.

## **VII. NEW BUSINESS**

No New Business.

## **VIII. OLD BUSINESS**

### [Circulation Policy Revision](#)

At the July Board meeting, the proposed changes to the Circulation policies were approved with the exception of CIR1.7.4. This section dealt with waiving the noncounty fee for City employees and teachers employed by the Salt Lake City School District. Concerns were raised regarding the justification for this. Mr. Spears proposed adding a statement justifying this policy. In response to a concern about an executive order by Mayor Becker regarding City employees accepting gifts, Mr. Spears noted that there is no issue with City employees who live outside the county getting a Library card at no charge. Ms. Chilelli moved that the Board approve the revision to Circulation policy 1.7.4. Ms. Thornhill seconded the motion. After some discussion, the motion passed with Ms. Charles, Ms. Chilelli, Ms. Comer, Ms. Thornhill, and Mr. Salazar in favor, and Mr. Giacoma and Ms. Yocom opposed.

## **IX. BUILDINGS AND GROUNDS REPORT**

### *Glendale Branch Library Update*

Mr. Giacoma reviewed the [July 2014 Glendale Library Report](#) with the Board. The art is ready to be installed.

### *Marmalade Branch Library Update*

Ms. Chilelli reviewed the [July 2014 Marmalade Library Report](#) with the Board. The site is being dewatered, an underground storage tank has been removed, and the technical committee is reviewing furniture, fixtures, and equipment.

## **X. FINANCE REPORT**

### *Financial Statement Review*

Mr. Bunting reviewed the July 2014 [Financial Dashboard](#) and [Financial Report](#) with the Board.

## **XI. STRATEGIC PLAN/OPERATIONS REPORT**

### *Operations Report*

Ms. Ehrman reviewed the [July 2014 Operations Report](#) with the Board. Ms. Ehrman will be working with staff and representatives from the City and VOA to plan a resource fair targeted at homeless and low-income patrons.

### *Dashboard*

Mr. Shaw reviewed the [July 2014 Dashboard and Press Mentions](#) with the Board.

## **XII. OTHER**

Ms. Heider, Chapman Manager, introduced Ms. Lamb, Chapman Library Aide and LEO Representative, and thanked her for her work.

**XIII. ADJOURN**

Mr. Giacomini moved to adjourn the meeting. Ms. Chilelli seconded the motion, which passed unanimously. The meeting adjourned at 5:27pm.

**UPCOMING SCHEDULE**

The Salt Lake City Public Library Board of Directors will hold their regular meeting on Monday, September 22, 2014, at 4:00pm at the Main Library, 210 East 400 South.

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