

THOSE IN ATTENDANCE:

Jana Ostler, President
Deeda Seed, Secretary
Cathy Stokes
Annalise Lasater
Mario Organista
Daniel Magpali

THOSE EXCUSED:

Bret Rigby
Cindy Kindred
Lu Marzulli

ADDITIONAL STAFF IN ATTENDANCE:

Peter Bromberg, Executive Director	Safi Safiullah, Marmalade Branch Manager
Debbie Ehrman, Deputy Director	Russell Weeks, Board Liaison
Lisa Curt, Assistant Director for Main Library and Collections	Kimberly Chytraus, City Attorney
Patty Steed, Asst Director for Neighborhood Services	Ethan Sellers, VOA Library Engagement Team Leader
Andrew Shaw, Communications Manager	Erinn Summers, Executive Assistant for Community Empowerment Team
Jace Bunting, Finance Manager	
Shelly Chapman, HR Manager	
Jennifer Beaty, Administrative Assistant	

I. CALL TO ORDER

Ms. Ostler called the meeting to order at 4:04pm.

II. APPROVAL OF MINUTES

Mr. Magpali moved that the [September 25, 2017](#) Board Meeting Minutes be approved as written. Ms. Lasater seconded the motion which passed unanimously.

III. COMMUNICATIONS AND PUBLIC COMMENT

There was no public comment.

IV. BOARD PRESIDENT'S REPORT

Ms. Ostler thanked Mr. Safiullah for hosting the Board Meeting at the Marmalade Branch.

Ms. Ostler reviewed the 12 Month Board Calendar and reminded Board members of the Board Retreat on October 27, 2017 at the Main Library from 10:00 a.m. to 2:00 p.m.

Ms. Ostler asked Board members to consider attending Staff Development Day on November 10, 2017.

Ms. Ostler also informed the Board that the December Board Meeting will be held on December 18, 2017 due to the holiday on December 25, 2017.

Ms. Ostler thanked Mr. Organista for agreeing to serve on the Finance Committee. Auditors with Eide Bailly will be contacting the Finance Committee soon to schedule an interview for the annual audit.

V. BOARDS AND COMMISSIONS DIVERSITY SURVEY

Ms. Summers encouraged the Board Members to take the Boards and Commissions Diversity Survey in an effort to gather data. The data will be used to ensure boards represent the diverse population of Salt Lake City.

VI. [VOA UPDATE](#)

Mr. Sellers presented the Board with information on the local homeless population, and the services the Volunteers of America offer that population.

VII. OLD BUSINESS

- A. Mr. Bromberg presented the [Fundraising Policy](#) revisions to the Board for a vote. Ms. Seed moved to pass the Fundraising Policy as written. Mr. Magpali seconded the motion which passed unanimously.

VIII. NEW BUSINESS

- A. Mr. Bromberg presented revisions to the [Privacy Policy](#) for review. The current policy appears in two different places in the policy manual with language that is inconsistent with itself and the law.
- B. Mr. Bromberg presented revisions to the [Selection Policy](#) for review. The revisions are eliminating procedure from policy and adding clarity.
- C. Mr. Bromberg also presented revisions for the [Disposal of Capital and Non-Capitalized Assets Policy](#). The changes are addressing the circulation of materials and adding flexibility to the disposal of materials.

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

Ms. Curt explained to the Board the selection process the Library uses and the databases the Library has available to for patron use.

Mr. Bromberg updated the Board on the Strategic Roadmap.

Mr. Bromberg announced the opening of the Sprague Branch for Express Service on October 23, 2017. The downstairs cannot be opened until the elevator is repaired. The elevator is scheduled to be repaired by December 2017.

Carson Block, an IT consultant, will be onsite at the Library the week of October 30th. He will be making recommendations on how the Library can best utilize its technology.

- A. Mr. Safiullah provided information about the Marmalade Branch programs and patron statistics.
- B. Mr. Bunting presented the [Financial Statement](#) for September 2017 highlighting expenditures, bond payments, and Sprague Flood Remediation expenditures.

X. ADJOURN

Ms. Seed moved to adjourn the meeting. Mr. Magpali seconded the motion, which passed unanimously. The meeting adjourned at 6:00 PM.

UPCOMING SCHEDULE

November Board Meeting – Monday, November 27, 2017, 4pm, Main Library, 210 East 400 South, Salt Lake City, UT 84111