

THOSE IN ATTENDANCE:

Jana Ostler, President
Cindy Kindred, Vice President
Daniel Magpali
Bret Rigby
Cathy Stokes

THOSE EXCUSED:

Mario Organista
Lu Marzulli
Annalise Lasater
Deeda Seed

ADDITIONAL STAFF IN ATTENDANCE:

Peter Bromberg, Executive Director
Debbie Ehrman, Deputy Director
Lisa Curt, Assistant Director for Main Library and Collections
Patty Steed, Asst Director for Neighborhood Services
Andrew Shaw, Communications Manager
Jace Bunting, Finance Manager
Gordon Bradberry, Assistant Director of Facilities

Shelly Chapman, HR Manager
Jennifer Beaty, Administrative Assistant
Charlene Dy, Marketing and Communications Specialist
Kimberly Chytraus, City Attorney
Paul Skeen, Accountant Eide Bailly
Trent Bateman, Accountant Eide Bailly
Margaret Sullivan, Margaret Sullivan Studios

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Ms. Kindred moved that the [November 27, 2017](#) Board Meeting Minutes be approved as written. Mr. Magpali seconded the motion which passed unanimously.

III. COMMUNICATIONS AND PUBLIC COMMENT

There was no public comment.

IV. BOARD PRESIDENT'S REPORT

Ms. Ostler excused Mr. Marzuli, Ms. Seed, Ms. Lasater, and Mr. Organista from the meeting.

Ms. Ostler reviewed the 12 Month Board Calendar and informed the Board that they will be presented with the final deliverable for the Strategic Roadmap in February for consideration and approval in March.

The HR Committee have begun the process to establish a procedure to evaluate the Library Director. The committee may hire a consultant to help with the process moving forward.

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

Mr. Bromberg introduced Gordon Bradberry the new Assistant Director of Facilities to the Board.

Mr. Bromberg updated the Board on the Salary Compensation Survey. The recommendations from the study will be implemented in the next pay period. This survey will deal with the compression issues created by the 2012 study.

Mr. Bromberg informed the Board that the elevator at Sprague should be functional by the end of January or the beginning of February 2018.

- A. Mr. Bunting presented the [Financial Statement](#) for November 2017 highlighting Property Tax Revenue, Sundry Revenue, Capital Outlays, and Cash Balances.

VI. NEW BUSINESS

- A. Paul Skeen and Trent Bateman from Eide Bailly presented the [FY17 Audit](#). The audit found no evidence of any legal noncompliance in the Library's financial statements. The auditors also praised Finance Manager Jace Bunting for his thorough accounting of the Library's financial activity, noting that organizations the size of the Library rarely have such a clean audit.
- B. Mr. Bromberg recommended to the Board the release of a portion of the money budgeted for Space Utilization Study implementation at the Chapman Branch to move forward with the post-flood renovations for Sprague Branch. The Library will also be awarding a contract to a firm to conduct a Fundraising Feasibility Study. Fundraising could also be used to raise money for Chapman and to build up the infrastructure for fundraising.

VII. STRATEGIC ROADMAP PRESENTATION

Margaret Sullivan from Margaret Sullivan Studios presented a draft of the Strategic Roadmap that she and Patrick Quattlebaum have been facilitating for the Library to the Board. The last Navigator and Community Workshops will be January 16-17, 2018 where they will focus on implementation. The final deliverable will include a toolkit that staff will be able to use to adapt the roadmap for the future. The Board will vote to adopt the final deliverable.

VIII. ADJOURN

Mr. Magpali moved to adjourn the meeting. Mr. Rigby seconded the motion, which passed unanimously. The meeting adjourned at 6:16 PM.

UPCOMING SCHEDULE

January Board Meeting – Monday, January 22, 2017, 4pm, Marmalade Branch, 280 West 400 South, Salt Lake City, UT 84103