

**THOSE IN ATTENDANCE:**

Jana Ostler, President  
Cindy Kindred, Vice President  
Deeda Seed, Secretary  
Lu Marzulli  
Bret Rigby  
Cathy Stokes

**THOSE ABSENT:**

Annalise Lasater  
Mario Organista

**ADDITIONAL STAFF IN ATTENDANCE:**

Peter Bromberg, Executive Director  
Patty Steed, Assistant Director for  
Neighborhood Services  
Marilee Moon, Assistant Director of Customer  
Experience  
Jace Bunting, Finance Manager  
Gordon Bradberry, Facilities Manager  
Andrew Shaw, Communications Manager

Shelly Chapman, Human Resources Manager  
Elizabeth King, Administrative Services Manager  
Debbie Downs, Friends of the Library President  
Ethan Sellers, VOA, Library Engagement Team  
Kimberly Chytraus, City Attorney  
Russell Weeks, City Liaison  
Yusuf Maung, Administrative Services

**I. CALL TO ORDER**

Ms. Ostler called the meeting to order at 4:06 PM.

**II. APPROVAL OF MINUTES**

Ms. Seed moved that the [May 21, 2018 Board Meeting Minutes](#) be approved as written. Ms. Kindred seconded the motion which passed unanimously.

**III. COMMUNICATIONS AND PUBLIC COMMENT**

There was no public comment.

**IV. BOARD PRESIDENT'S REPORT**

Ms. Ostler introduced a draft for the Annual Review Plan for the Executive Director as discussed by the Executive Committee. Ms. Ostler asked for feedback and mentioned that revisions can be made as the Board moves forward. The election for new Board Member Officers will take place at the August 6 Board Meeting. Current appointees are Ms. Kindred for President, Mr. Marzulli for Vice President or Secretary, and Ms. Ostler for either Vice President or Secretary. The appointees and prospective offices may change before then.

A. Ms. Downs presented a report on the Friends of the Library.

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

Mr. Bromberg presented his report. He highlighted the Chapman events celebrating its Centennial and new bike racks at the Main Library that are library card-activated. Mr. Bromberg will be presenting a report on the impact of going fine-free at the next meeting.

- A. Mr. Bunting presented the [Financial Statement May 2018](#).
- B. Mr. Sellers presented a report on the Volunteers of America.
- C. Mr. Shaw presented the [Statistical Report: Social Media](#).
- D. Mr. Bradberry presented a short facilities report. Mr. Bromberg announced that Mr. Bradberry will take over as the director of IT starting July 1.

## **VI. OLD BUSINESS**

- A. Mr. Bromberg presented the [Patron Behavior Code - Appeals Policy](#). He emphasized that this will ensure a system of due process for patrons.
  - a. Ms Chytraus presented feedback on the policy.
    - i. Second paragraph - “The appeal should be directed to the Library’s Head of Security **within 10 days of the initial appeal decision...**”
    - ii. Third paragraph - “The Appeal Panel will issue a decision within **72 hours.**”
  - b. Ms. Seed moved to approve the Appeals Policy with the revised language. Ms. Kindred seconded the motion which passed unanimously.
- B. Ms. Ostler presented the [Board Procedure Revision: 5.5 Order of Board Business](#). This will allow a vote on New Business if it has been posted in accordance with the Utah Open and Public Meetings Act and is in the best interest of the library. Mr. Rigby moved to approve the revision as written. Ms. Seed seconded the motion which passed unanimously.
- C. Ms. Ostler presented the adjustment to Executive Director Compensation. This will roll an auto allowance into salary. Ms. Ostler presented information on how the changes will affect Mr. Bromberg’s salary. Ms. Kindred moved to approve the adjustment. Ms. Seed seconded the motion which passed unanimously.

## **VII. NEW BUSINESS**

- A. There was no new business brought before the Board.

## **IX. ADJOURN**

Ms. Seed moved to adjourn the meeting. Ms. Stokes seconded the motion which passed unanimously. The meeting adjourned at 5:48 PM.

## **UPCOMING SCHEDULE**

August Board Meeting – Monday, August 6, 2018, 4pm, Main Library, 210 East 400 South, Salt Lake City, UT 84111