

**The Salt Lake City Public Library Board of Directors held their monthly meeting on Monday, July 28, 2014 at 4:00pm in the Main Library Boardroom, 210 East 400 South, Salt Lake City, Utah.**

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

Additional staff in attendance: Frances Brummett, Circulation Manager; Jace Bunting, Finance Manager; Shelly Chapman, Human Resources Manager; Tommy Hamby, Administrative Assistant; 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 4:00pm.

Mr. Spears introduced Marilee Moon, the new manager for Level Two of the Main Library and Lisa Curt, the new Assistant Director for Main and Collections.

Ms. Charles welcomed Alberta Comer, the Library Board's newest member.

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

Mr. Salazar moved that the [June 16, 2014 Board meeting minutes](#) be approved as written. Ms. Chilelli seconded the motion, which passed unanimously; Ms. Comer abstained.

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

No Public Comment.

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

[2014-15 Board Meeting Schedule](#)

Ms. Charles reviewed the 2014-15 Board meeting schedule. Either the November 2014 or April 2015 Board meeting will be held at the Utah State Library.

Ms. Charles asked the Board to consider what committee(s) they would be interested in serving on for the 2014-15 year.

Mr. Spears reviewed the Board Competency Survey results with the Board. The purpose of the survey was to identify areas that may be underserved on the Board so that the Mayor's office may seek candidates for the Board that may have those competencies.

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

Mr. Spears reviewed his report with the Board, which highlighted the results of the Workplace Dynamics survey. The Library was invited to participate in this survey in April 2014. The results of this survey will first be shared and discussed with managers and then all staff.

#### **VI. NEW BUSINESS**

[Circulation Policy Revisions](#)

Mr. Spears reviewed the circulation policy revisions. Mr. Giacomia expressed concern about waiving noncounty resident fees for Salt Lake City employees and Salt Lake City School District teachers who live outside Salt Lake County.

Mr. Werner moved that the Board approve the circulation policy revisions as written with the exception of CIR1.7.4. Mr. Werner suggested adding a policy statement to CIR1.7.4 explaining the purpose of offering cards to noncounty Salt Lake City employees and Salt Lake City school district teachers. Ms. Chilelli seconded the motion, which passed unanimously.

## **VII. OLD BUSINESS**

### [Suicide Prevention Statement](#)

Mr. Spears reviewed the Suicide Prevention Statement.

Mr. Giacoma moved that the Board approve the statement on suicide prevention. Mr. Salazar seconded the motion, which passed unanimously.

## **VIII. BUILDINGS AND GROUNDS REPORT**

### *Glendale Branch Library Update*

Mr. Giacoma reviewed the [June 2014 Glendale Library Report](#) with the Board.

### *Marmalade Branch Library Update*

Mr. Spears reported that excavation of the site has begun. The site will require some dewatering. The technical committee is meeting to review furniture, fixtures, and equipment. Opening is expected for fall 2015.

## **IX. FINANCE REPORT**

### *Financial Statement Review*

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

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

### *Operations Report*

Ms. Steed reviewed the [June 2014 Operations Report](#) with the Board.

### *Dashboard*

Mr. Shaw reviewed the [June 2014 Dashboard, Press Mentions, and Quarterly Personnel Report](#) with the Board.

## **XI. OTHER**

Ms. Thornhill thanked Mr. Spears for the email updates he has been sending the Board.

## **XII. ADJOURN**

Ms. Thornhill moved to adjourn the meeting. Mr. Werner seconded the motion, which passed unanimously. The meeting adjourned at 5:43pm.

## **UPCOMING SCHEDULE**

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