

THOSE IN ATTENDANCE:

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

THOSE EXCUSED:

Mario Organista

ADDITIONAL STAFF IN ATTENDANCE:

Peter Bromberg, Executive Director	Jace Bunting, Finance Manager
Debbie Ehrman, Deputy Director	Shelly Chapman, HR Manager
Lisa Curt, Assistant Director for Main Library and Collections	Jennifer Beaty, Administrative Assistant
Patty Steed, Asst Director for Neighborhood Services	Jeri Gravlin, Marketing and Communications Specialist
Andrew Shaw, Communications Manager	Russell Weeks, Board Liaison
	Kimberly Chytraus, City Attorney

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

Ms. Seed moved that the [October 23, 2017](#) Board Meeting Minutes be approved as written. Ms. Stokes seconded the motion which passed unanimously.

III. COMMUNICATIONS AND PUBLIC COMMENT

There was no public comment.

IV. BOARD PRESIDENT'S REPORT

Ms. Ostler reviewed the 12 Month Board Calendar and reminded Board members that the December Board Meeting has been moved up a week to December 18, 2017 due to the Holidays. The Strategic Roadmap Presentation will be presented to the Board in the December meeting.

V. OLD BUSINESS

- A. Mr. Bromberg presented revisions to the [Privacy Policy](#) for Board approval. The current policy appears in two different places in the policy manual with language that is inconsistent with itself and the law. Ms. Stokes moved to accept the policy changes as written. Ms. Seed seconded the motion which passed unanimously.
- B. Mr. Bromberg presented revisions to the [Selection Policy](#) for Board approval. The revisions are eliminating procedure from policy and adding clarity. Mr. Magpali moved to accept the changes as written. Ms. Stokes seconded the motion which passed unanimously.
- 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. Ms. Seed moved to accept the policy changes as written. Mr. Magpali seconded the motion which passed unanimously.

VIII. NEW BUSINESS

There was no New Business this month.

IX. LIBRARY DIRECTOR'S REPORT

Mr. Bromberg led a discussion with board members about the Library's current Library Card Policy. Mr. Marzulli raised a concern that the policy may disenfranchise specific groups of the population who need access to the Library. Mr. Bromberg is currently researching the issue and will bring recommendations to the next Executive Committee Meeting. The approved recommendations will be brought to the Board in the December or January Board Meeting.

Mr. Bromberg presented the Board with updated data from the Fine-Free Policy. Checkouts, number of borrowers, new card sign ups, and gate count numbers are all up. Average days to fill a hold numbers are slightly up, but those numbers may be impacted because the Sprague Branch was closed due to flooding. Board members and Library staff have received positive feedback from patrons about the policy.

The Salt Lake City Public Library was named as a top workplace for the mid-sized business category by The Salt Lake Tribune. The results are based on staff responses to a workplace survey that the Library participated in.

The elevator at the Sprague Branch is currently being repaired. The lower floor should be opened by late January or the beginning of February 2018 pending the completion of elevator repairs.

The Library is currently accepting proposals for both Chapman and Sprague Branch renovations. Mr. Bromberg informed the Board that the Library may need to look at reallocating money dedicated to other projects, fundraising, or both to fund the renovations.

Maintenance is looking into the persistent leaks at the Main Library.

The Amphitheater Shade Structure project bids have come in significantly over budget. The Library will be reaching out to a number of shade structure companies to see if they can offer bids to design and build a structure that is within the Library's budget constraints.

The rocks have been removed from outside of the Glendale Branch, and the restroom renovations are almost done at the Day-Riverside Branch. The Children's Department at the Main Library had a grand opening on November 18th for their new Tinker Lab, and the Creative Lab and Technology Lab are receiving an upgrade funded by the Friends of the Library. There will be a soft opening on December 29, 2017, and a grand re-opening on March 10, 2018.

The Digital Inclusion Librarian Shauna Edson has been recognized by the Nonprofit Technology Network (NTEN) with a [2017 NTENny Award](#) for her role in leading the Salt Lake City Public Library in the launch of the Library's digital inclusion initiative.

- A. Mr. Bunting presented the [Financial Statement](#) for October 2017 highlighting Expenditures and Revenue, Capital Outlay Accounts, Sprague Renovation totals to date, and the Cash Balance. Mr. Bunting also answered Board questions about Fuel Costs, the Water Bill, and Telecommunications expenditures.

X. ADJOURN

Ms. Seed moved to adjourn the meeting. Ms. Kindred seconded the motion, which passed unanimously. The meeting adjourned at 5:17 PM.

UPCOMING SCHEDULE

December Board Meeting – Monday, December 18, 2017, 4pm, Main Library, 210 East 400 South, Salt Lake City, UT 84111