

**Salt Lake County Library Board of Directors**  
**WebEX**  
**January 24<sup>th</sup>, 2022**  
**Approved February 28<sup>th</sup>, 2022**

**Attending:** Kristin Covili, Chair; Richard Snelgrove, Sandra Osborn, William Scarber, Chelsea Lindbeck,

**Excused:** Nancy Thorne, Kaati Tarr

**Others:** Jim Cooper, Christa Warren, Melanie Mitchell, Trudy Jorgenson Price, Sara Neal, Susanne Jones, Azra Basic, Darin Butler, Ann Barrett, Leslie Webster, Wanda Huffaker, Pamela Park, Matt McLain, Kara Pearson, Ernst Bourne, Russ Snow, Kim Bryant, Robin Chalhoub) Melanie Mitchell, Dianne Orcutt, Maggie Mills, Leslie Schow. Allison Bartus, Tyler Kathy Christiansen, Liz Anguiano, Xiaolian Deng, Rebecca Baker, Jake Fawson (member of the public from Sandy) Steve Van Maren (member of the public from Sandy), Karen Kunz ( member of the public from Saratoga Springs, Utah County Resident)

Jim opened the meeting at 12:30 p.m.

**Welcome** – *Jim Cooper, Library Director*

COVID has once again affected the Library Board’s ability to meet in person. Our branches have been busy trying to cover staff affected by this sickness, but we continue to remain open. We are back filling our vacancies with staff hired for our new branches.

December tends to be a slower month with circulation. But still had just under 900,000 items checked out. We were open 26 days in December making it 258 hours of service to the public. That makes 3,488 items checked out each hour. Staff still doing outstanding work during these stressful times. Doing their very best, trying to stay healthy.

Welcome our new legal representation Dianne Orcutt, who introduced herself and is excited about her new assignment to meet with the Library Board each month.

**Approve minutes** from December 13<sup>th</sup> Board meeting.

**Richard Snelgrove made a motion to approve the December 13<sup>th</sup> 2021 board meeting minutes. William Scarber seconded the motion. The motion passed unanimously.**

Chelsea Lindbeck - aye  
Sandra Olson – aye  
Richard Snelgrove – aye  
William Scarber – aye  
Kristin Covili – aye

**Public comment** - Jake Fawson (Patron from Sandy) said he was participating in the meeting to inquire about how to complete a Request for Reconsideration of Materials.

Steve Van Buren (patron Sandy) said he had an interest in the book “The Bare Naked Book” would wait for comment and listen to the decision made from the committee.

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**Correspondence** – none

**NEW BUSINESS**

**Discussion of 2022 Board Meeting Calendar** – *Jim Cooper, Library Director*

A decision was made to keep Board meeting on the 4<sup>th</sup> Monday of each month at 12:30. A calendar will be created using the library locations throughout the valley. The new Granite branch is top of the list as soon as it becomes available.

**Appeal for Request for Reconsideration** – *The Bare Naked Book* by Kathy Stinson

Ms. Karen Kunz from Saratoga Springs has filed Request for Reconsideration of Materials and Services for the book *The Bare Naked Book* by Kathy Stinson. The staff carefully reviewed the title, which is shelved in the Juvenile Non-Fiction collection under Anatomy, and found the book meets the Library Board approved Material Selection Policy. Staff notified Ms. Kunz that the book would remain in the collection. Ms. Kunz then appealed the staff decision to the Director. Jim reviewed the title and also found that it met criteria of the Material Selection Policy and informed Ms. Kunz that he upheld the staff finding.

Melanie Mitchell, (SL County legal representative) stated that while the complaint to the Selection Committee says that the book is pornographic Salt Lake County has guidelines to follow and this book which Melanie reviewed herself does not in fact fall in the category of Pornography. She supports Jim Cooper and the committee to keep the book in the collection. Concludes that the book is indeed appropriate for the public and does not harm children.

Sandra Olson stated that she supported the committee decision to keep the book. Chelsea Lindbeck and Kristin Covili, both support the Library's decision to keep the book. William Scarbe also stated that he reviewed the book and supports the decision as well.

Chelsea Lindbeck made a motion to uphold the decision to keep the book in the collection. Sandra Olson seconded the motion.

Chelsea Lindbeck - aye  
Sandra Olson – aye  
Richard Snelgrove – aye  
William Scarber – aye  
Kristin Covili – aye

*The decision was unanimous.*

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**Library of Things Collection** – *Kara Pearson, Librarian*

Library of Things are non-traditional items available for checkout that complement the mission of the library to make a positive difference in the lives of our community. Items in the Library of things include:

- Chrome books- 330 in collection
- Hotspots- 265 in collection
- Launchpad Tablets- 160 in collection
- Preserve the memories- 33 in collection
- Story time To Go Kits- 358 in collection
- Telescopes- 62 in collection

General information on these items are:

- 7 day check out
- Overdue fine are \$1.00 per day
- Limit of 5 items per card
- Only Adults in good standing can check out these items
- All items are renewable – subject to availability
- Items must be checked out and returned at the same branch
- Items can be placed on hold at any County library location.

You can access this information on our library website:  
<http://www.slcolibrary.org/what-we-have/library-of-things>

Future Items of Library of Things:

- Stress relief kits
- Blood pressure cuffs
- Nature kits from Hogle Zoo
- GoPros
- Binoculars

Patron comments are very positive. CARES Act grant funding from the State Library has made some of these purchases possible. Some items are designed for school-age children and meant to support home learning that is so critically needed right now.

**Online Chat** – *Ernest Bourne, Web Services*

Online Chat is being created is to help reduce the amount of calls that our Customer Service Department was handling. The purpose is to be able to talk to several people at one time. He

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demonstrated a sample from the website of how this is going to work. Librarians will be able to help support questions much easier and more efficiently. There will be automatic responses to the most common questions asked. Links will be added that support library functions such as how to place a hold, reserve a room, etc. If the libraries are closed it still directs the patron to the library webpage for information. There will be a search function. This is still being finalized and will be available for staff for training soon.

Kristin Covili asked if the regular phone patrons would be the ones using web chat? Ernst said it should help all patrons, making it easier to access library information.

**Library Book Re-Sales – Leslie Webster**

Book Sale History - Branches weed their collection on a regular basis. Books that are no longer circulating much are often pulled. Branches have had book sales offering books for .50 to 1.00. Professional book sellers often pull books they can resell on Amazon. Because of COVID, book sales have been down because of diminishing walk thru traffic.

Starting last spring the library system started a pilot to explore different book sale solutions. We have been using 3 different vendors: Amazon, Thriftbooks, and Baker & Taylor.

Amazon – uses a flat fee for listing on the platform + % of each sale. 391 items sold. The average per item sold was \$6.75.

Baker & Taylor – 132 boxes have been processed and submitted. (5176 items) for a credit of \$1,476.31. \$1.06 per item sold.

Thriftbooks.com – 102 boxes of 30-40 books each shipped Jan 6, 2022. 435 books sold as of Jan.24, 2022. Profit per item is \$1.81.

Book Sales Status – Between May, 2021 and the present, approximately 1,175 boxes of books have been disposed of. Warehouse currently has 3,000 boxes of books waiting to be processed. Warehouse receives 15-20 boxes from branches each week. One full time staff and one dedicated sub – (16-24 hours) a week work on this project.

Sandra Osborn asked if profits included the shipping and processing. Was there someone that could do this whole job for a better price than what we could process them Leslie said that that's the purpose of this pilot program. Repurposing them is the best. Recycling them is the last resort.

This process is still under way. Questions such as the ones Sandra asked will be addressed. (Is it worth the time and cost that it takes the staff to process them?) Leslie said there is still an assortment of options we can try.

Jim said it was frustrating for our patrons to compete with the book sellers. Want to do the best job for the taxpayer money. That is why we are exploring ways to dispose of our low circulated books. We have many branches with many books that need be taken care of. We have done a good job so far trying to best maximize our materials.

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**Long Range Plan - *Jim Cooper***

We will cover this topic in our next meeting. More time is needed to prepare the information.

**OLD BUSINESS**

**Library's Response to COVID-19 Pandemic**

We have had a challenging start to the New Year. We still require our staff to wear masks and are experiencing some outbreaks. We are utilizing staff that haven't begun their assignments at the new locations by using them to help with the absenteeism affected by COVID. We are encouraging staff to remain safe and keep distance with patrons who don't wear masks while still trying to serve them. We are not anticipating closing any of our branches. We acknowledge the staff are doing their best.

Kristin Covili commented said that branches have been so incredible in getting through these trying times while still serving the public well.

Jim said they continue to be gracious and serve well.

**Building Update-**

**Daybreak Branch**

- Shelving is all up and they are working hard to prepare the collection for opening. We opened the Kearns branch during the pandemic and hope to be able to still have a nice grand opening in the spring.
- Christa says that collection is going well and said that we received our first shipment of 22 pallets of new books. Staff are very excited.

**Granite Branch**

The contractor has experienced trouble with labor and supplies and has had an inability to complete building on time. Large glass wall set to be installed has been delayed. Delivery of items seem to be back ordered and some supplies are not readily available. Closeout with the contractor is looking like April. It will take 3 months to prepare the branch with technology and

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materials. The community is very excited and is looking forward to their new library. We will be closing the Smith Library in March or April to bring staff over.

**STAFF REPORTS**

**Statistical Report – *Jim Cooper, Library Director***

-No action required

Sara Neal prepared a report from a variety of sources provided by Rachel Richardson who is our Database administrator.

- Key indicators report provided includes circulation statistics, library attendance, patron registrations, and database utilization. It provides the real vision of how busy we are, information that can help understand what happens daily at our libraries.
- Jim asked if there are specific things that the Library Board is interested in and he would be happy to provide it for them.

**Marketing Update – *Sara Neal, Marketing Manager***

- No action required

- Press highlights includes Library of Things, Winter Reading. Our library has been a distribution place for N95 masks distributed by the Health Department.
- Connect is a printed copy of our Library system's events and is supported by our Library website. Additional version will be a monthly web video.

**Finance & Operations Update – *Leslie Webster, Associate Director Finance & Operations***

- No action required

January is when all the bills are paid for past year so we are still closing out 2021. County has received ARPA funds and we presented some ideas of what we could do with some of those funds. 2022 Budget is under way.

**Human Resources – *Pamela Park***

- There are 35 currently open recruitments.
- Many of those are Shelver positions. Which are more attractive now because the county raised the minimum wage to \$15.00.
- Granite positions will be posted mid-February.
- Re-classes are still underway.
- COVID is still causing staff shortages.

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*Jim Cooper* – Addressed a comment from the chat box from Mr. Fawcett on what to do to complete a Request for Reconsideration of Materials and Services. Jim directed him to access the Material Selection in the library policies.

**Meeting adjourned at 3:05.**