

**Salt Lake County Library Board of Directors Meeting  
Taylorsville Library  
January 22, 2018**

**Attending:** Paul Benner, Chair; Nancy Thorne, James Jackson III, Frenchell Hampton, Aimee Winder Newton, Kristin Covili,

**Others:** Jim Cooper, Robin Chalhoub for Holly Yocom, Nic Dunn, Liz Sollis, Kent Dean, Leslie Webster, Liam Keogh, Maggie Mills, Eleanor Nave, Cindy Smiley, Cheryl Mansen, Pamela Park, Jennifer Fay, Carol Ormond

Paul Benner called the meeting to order at 12:30 p.m.

**Welcome** – Taylorsville Library, *Eleanor Nave, Taylorsville Library Manager*

- Eleanor has been the manager for less than a year. They have a staff of 19 and 5 have been at Taylorsville for less than a year.
- In 2017 173,723 people visited the library and 53,477 items checked out.
- Taylorsville is a “drop off” library. Because of its easy access from the freeway lots of items from other library branches are returned here.
- During the summer they use their outdoor space for Summer Reading programs.
- Their story times are S.T.E.A.M. content heavy.
- More teens are coming in.
- A 2-year-old patron, Hazel Pope, won a \$1,000 scholarship sponsored by the Utah State Library and the Utah Educational Savings Plan. The branch also received \$500 to go toward books.

**Minutes from the Previous Meeting, Public Comments, Correspondence**

Aimee Winder Newton moved to approve the minutes from the previous meeting. Kristin Covili seconded the motion. The motion passed unanimously.

There were no public comments or correspondence.

**OLD BUSINESS**

**Building Updates** – *Jim Cooper, Library Director*

*Possible closed session necessary for discussion of real estate transactions*

Taylorsville has some challenges with parking not connected to the front door. We have changed the handicapped parking to be closer but general parking is still an issue. We will be addressing this kind of access issue in the future with our new buildings.

Outdoor space is also important. While we are about books, we are also about play, enjoyment, and learning.

*The County Library at Daybreak* - We had a kickoff meeting with Architectural Nexus and met with Daybreak Communities who own the property. We are finalizing the purchase sale agreement but it hasn't closed yet.

Daybreak Communities is asking that we continue to work with them on the way the library faces onto Granville. We want to be appropriate in size and scale. In the next few weeks we will do a community engagement activity so residents within and outside Daybreak can give their input. We have made it clear that this is a regional library and is not just for the Daybreak

community. We will respect and want their input on the library but it will be open and available to all.

*Kearns* – Architectural Nexus is the architect of record. We have closed on Trinity Methodist Church and the thrift store. We are still working out arrangements to move the Reagan Sign off the property. They have negotiated leases on another site. We will probably pay for the move. They have asked us to support their request for variance on the billboard height. We will champion the relocation of the billboard. The deadline to resolve the issue is May 1. We will scrape the site as soon as the church moves out and will remove the sign by the end of May.

Wednesday night is the Kearns community engagement activity. We will give the community an update on the status of the project and gather more information from them as well. The open house will be held from 5 p.m. – 8 p.m. Jim invited Board members to drop by. We will have site plans there. The existing building will be open during construction. We are asking to vacate the road between our facilities site and the library.

*Holladay remodel* – We will expand the size of the library. We have selected Method Studios for the redesign and are in the process of getting the contract signed. The contract was finished today. The kickoff meeting will be in the next week or two.

*Herriman* – The property owner hasn't transferred the property to the city yet. The land will be donated to us by the city. The property is on the east side of Herriman.

Jim Cooper asked for a motion to move into closed session to discuss other real estate transactions.

*Nancy Thorne moved to close the meeting. James Jackson III seconded the motion. The motion passed unanimously.*

## **Open Session**

*Nancy Thorne made a motion to pursue the acquisition of a new facilities building, Aimee Winder Newton seconded the motion. The motion passed unanimously.*

*Nancy Thorne made a motion to declare the existing facilities building as surplus and sell it for fair market value. Frenchell Hampton seconded the motion. The motion passed unanimously.*

## **Marketing Update – Liz Sollis, Marketing Manager**

Liz handed out flyers for the Kearns community engagement meeting.

She mentioned that we check out telescopes. The Utah Astronomical Society provided the first telescopes and have done programming for us and we have partnered with the planetarium.

United We Read books (*The Book of Unknown Americans*) are being given away at various branches and then passed along to someone else. There are also copies to check out at this library.

## **NEW BUSINESS**

### **Customer Journey** – *Liz Sollis, Marketing Manager & Carol Ormond, Office Manager*

Board members selected different patron personas to experience the Taylorsville Library from different customer perspectives. They reported on their individual experiences. We are trying to understand the customer experience as we design new buildings. There is a shift from designing around collections to designing spaces for people.

## **STAFF REPORTS**

### **Statistics** – *Jim Cooper, Library Director*

We are interested in understanding more about the collection of statistics. There have been changes in how things are captured. Over the next few months we will be determining what data we collect and how to collect it. Circulation and gate counts are down for the year, but we are doing more outside of the buildings and aren't reporting those activities yet.

### **Human Resources Update** – *Pamela Park, Human Resources Manager*

We have approval for 3 new FTEs that we will hire right away - a Program & Outreach Manager, a Viridian Office Coordinator and a Technical Services Acquisitions Librarian.

We are making manager adjustments due to retirements and moves resulting in vacancies. Cindy Smiley will move from West Valley to Taylorsville. Eleanor Nave will move from Taylorsville to Whitmore. Sarah Brinkerhoff will move from Tyler to Draper and Trish Hull will move from Magna to West Valley. We will be hiring two new managers to fill the Tyler and Magna vacancies. There will be additional shifting and hiring of managers when the new buildings are built.

### **Finance & Operations Update** – *Leslie Webster, Administrative & Fiscal Manager*

We are basically where we thought we would be with the budget at the end of the year.

*Aimee Winder Newton made a motion to adjourn the meeting. Nancy Thorne seconded the motion. The motion passed unanimously.*