

**Salt Lake County Library Board Meeting
Kearns Library
June 22, 2015**

Attending: Paul Benner, Chair; Richard Turpin, Kristin Covili, Richard H. Nixon, Cynthia Mecklenburg

Others: Jim Cooper, Lori Bays, April Townsend, David Johnson, Jennifer Fay, Davy Bird, Art Lang, Brian Maxwell, Ruby Cheesman, Peter Bromberg, Susan Hamada, Ernest Bourne, Carol Ormond, Jeff Davis (Architectural Nexus), Lynn Andrew, Susanne Jones, Cheryl Mansen, Leslie Webster

Welcome – Jennifer Fay, Kearns Library Manager

Per square foot Kearns is the busiest library. They take a lenient, modern approach to library services. Jennifer introduced David Bird, Youth Services Librarian who spoke about Spanish services.

The library is doing more Spanish programming and outreach to the community.

- Six libraries that have a Spanish community are doing Spanish programming.
- West Valley Library is doing a legal aid program in Spanish.
- Libraries are hosting Spanish Family Movie Nights.
- We are providing large festivals such as KidsFest and Dia de los Niños.
- This community is getting resources given to them directly, not translated from English into Spanish.

Additionally there are online resources for Spanish speakers like Utah Kids Ready to Read, Preschool Pioneer, and business and government and legal resources in Spanish.

Outreach efforts include a membership in the Hispanic Chamber of Commerce, semi- regular interviews on three Latino radio stations and two Spanish TV stations, library tours in Spanish and participation in 22 outreach events directed to Hispanic communities.

Minutes from the Previous Meeting

Richard H. Nixon made a motion to approve the minutes of the previous meeting. Kristin Covili seconded the motion. The motion passed unanimously.

Public Comments & Correspondence

Correspondence was covered under the Room Reservation Policy discussion.

Jim Cooper, Library Director reported that on Sunday, June 21 at 1 a.m. a fire in the Whitmore Library gazebo outside of the entrance to the Technical Services area was reported. The gazebo burned down completely but the fire didn't get inside the building. The collection and the staff area are OK. Whitmore Library is closed for remodeling so this doesn't impact the public and shouldn't delay the reopening. The investigation of the origin of the fire has been closed. We believe it was inadvertently done by teenagers hanging out at the building early in the morning. Preliminary estimated costs are \$50,000 - \$75,000 to replace the structure.

NEW BUSINESS

Kearns Library Project – Jeff Davis, Architectural Nexus

Kearns Library had its 50 year anniversary last year. The building has many issues including mold and an aging HVAC system. Architectural Nexus is investigating what it would take to replace the building and what kind of space might be needed for the community.

They are working through a program document that will list what the spaces are and size they would need to be.

Spaces are being put into 3 categories:

- Vision - ideal
- Target
- Minimum

The current building is 12,000 square feet and is undersized for the population that uses it.

The vision size is 33,845 square feet

The target size is 29, 532 square feet

The minimum size is 26, 244 square feet

The likely size will be 25-000 – 30,000 square feet.

The Kearns Community has a lot of potential and there are community-wide things that need to be looked at. The library could be part of a larger development to solve community needs.

Architectural Nexus is looking at statistics to understand those needs. They will analyze how the spaces provide for the community needs.

They are also looking at the current collection, how many shelves are needed and how to integrate the Spanish collection into the collection as a whole.

Architectural Nexus will be doing public outreach in collaboration with the place-based initiative to address transportation, health and wellness, education and economic development issues and improve the Kearns community holistically. They will be using the SEED model, which stands for social, economic and environmental design, that they used in designing the Glendale Library for the City Library system. They will gather information at community events using ways to communicate with a culturally diverse community.

Lori Bays, Human Services Department Director, said they have identified funding that would allow the County to piggyback on the contract Architectural Nexus already has with the library to look at the Kearns community as a whole and the role the library plays. They are looking at this site and the surrounding area and an area around the Kearns Olympic Oval as possible locations for a community center campus. The community would like a community center, meeting space and outdoor gathering space. There are other needs that the County and associated entities have who would like to be part of a community campus.

Jim Cooper reminded the Board that Kearns is a township. There is not a city government that can provide the services that the community wants. They look to the County for these types of development.

The library is proud to be a partner with Township Services in driving forward these ideas and has proven to be a “hub” in other communities, such as Draper, West Jordan, Millcreek and

Herriman, around which other services can be provided. The library has demonstrated its ability to initiate and drive forward this kind of community project that can bring on other players and make Kearns the community it deserves to be.

In its five-year plan the library has identified resources that could fund the library's portion of the building and we could go forward.

Budget – Jim Cooper, Library Director

Salt Lake County has done its mid-year budget review. The Council has adopted a revised budget that allows reclassification for certain positions. The 2015 fund balance will be about 9.4 million dollars due to the new growth and underexpenditure that we are expecting.

NACo Award – Primary Children's Hospital Storytimes – Jim Cooper, Library Director

The National Association of Counties has given us an achievement award for the storytimes that we provide once a month at Primary Children's Hospital. They are broadcast to all the rooms and children who can't leave their rooms can participate by calling in questions.

Outreach & Programming Update – Susan Hamada, Associate Director Programming & Outreach

Susan is retiring July 15. She started her career as a manager and was a manager at several libraries before becoming an Associate Director. Jim thanked her for the fabulous job she has done.

Highlights of her accomplishments:

- When Susan came to the library in 2002 a total of 15,000 people participated in the Summer Reading program. Last year there were 20,000 finishers.
- In 2002, we did two outreach events. Last year we did 475 events that reached 55,000 people in the community.
- Early Literacy training through Every Child Ready to Read has gone to every county in the state.
- The South Main Clinic provides 1,000 free books each month to underserved children.
- We have a robust partnership with the Timpanogos Storytelling Festival

Lori thanked Susan for the mark she has made on our community.

Policy Review – Jim Cooper, Library Director

There are three policies that the subcommittee reviewed.

Room Reservation

We provide meeting room space for non-profit organizations and the public to use. We haven't allowed for profit groups to use the space for about 20 years. Occasionally people misrepresent their intentions and say they are reserving the room for free educational programs then present financial or legal advice and promote their businesses. This happened recently and a competitor wrote a letter and pointed this out.

Is it appropriate to open up meeting room space to for profit organizations? All surrounding county libraries allow this for a fee.

The policy subcommittee has questions before it comes to the full Board. Is this a path the Board wants to go? If so, they will investigate it further.

There are ways we could limit the time for profits could use the meeting rooms.

We are connecting with Chambers of Commerce yet we don't allow them to use our space.

Lori Bays said there are other county entities such as Aging and Adult Services and Parks and Recreation that do charge fees for the use of their spaces. Their fee schedules are about the same.

We want to make sure that programs aren't represented as being endorsed by the library.

Paul Benner said we rent space at the Viridian. What if the Viridian administers these spaces?

Richard Nixon said we stopped doing this because of the impact and it was a hassle. It would have more impact on some libraries than others.

No recommendations were made by the subcommittee. They want more information before they decide.

The sense of the Board was to gather more information and bring back a recommendation. .

Community Information Policy

Policy questions were the result of an op ed piece a customer wanted to distribute at the library. The policy was brought to the Board to clarify how public information will come to the library. There are constitutional issues that David Johnson will research. The discussion was tabled.

Student Library Card Policy

Jim Cooper summarized the proposed policy.

Richard Nixon said this is part of our community outreach and we are pushing it out to school districts.

He suggested changes to wording of the draft:

- Add specific ages. The minimum age is 8.
- Take out homework as proof.
- Add "parent or guardian can contact the library and revoke the card."

Question: Is there any analysis of how much use there would be?

Jennifer Fay said it is a huge issue at Kearns. Some parents can't come. The kids who need these cards need library services. School libraries are limited use. We don't want to restrict access to these kids.

Cynthia Mecklenburg asked what the financial impact of three lost items per child would be. We haven't calculated that.

This is pilot program. We will review it in a year if need be.

Richard Turpin made a motion to approve the Student Card Policy subject to the amendments suggested by Mr. Nixon. Cynthia Mecklenburg seconded the motion. The motion passed unanimously.

Summer Reading

Kickoff Party and Summer Reading Update – Carol Ormond, Office Coordinator

Carol's report

- About 7,000 people attend the Summer Reading Kickoff Party on Saturday, June 6.
- This year's theme was "Every Hero has a Story."
- We partnered with West Jordan City who provided about 15 booths and police and fire department displays.
- Other exhibitors included KUED, the Natural History Museum of Utah, the City Library, USU and other businesses and organizations.
- There were three performances in the amphitheater and roving presenters and face painters in the park.

Summer Reading Program Web Site & Video – Art Lang, Web Service Manager & Ernest Bourne, Web Developer

- Participants have the option of online sign up.
- We have introduced the Ravenous Reader form for those kids who are avid readers.
- Crazy Tales creates a funny story.
- The web site gives a list of Summer Reading events.
- A video shows interviews with kids about who their favorite hero is.

STAFF REPORTS

Statistics – Jim Cooper, Library Director

We are as busy as ever. There has been some decline in pc usage as wireless usage grows. We have improved our wireless access at all locations.

Finance & Operations Update - April Townsend, Associate Director Finance & Operations

The fiscal report included a sample of the budget each branch or department receives that shows the allocation of the overhead costs to the libraries. The County's overhead charges aren't in this summary.

Members of the fiscal team will be meeting with program managers and libraries to see where their budgets are now and gearing up for 2016 budget.

Whitmore Library Remodel Update

- Ceilings have been painted.
- Lighting in the main and children's areas has been replaced with LED lights. We will be getting about half the cost back in rebates.
- Data and wiring has been pulled.
- Desks are set.
- We are waiting for the inspection sign-off.
- Carpet will be installed about mid-July.
- KI tables for the computers will arrive the first week of August.
- Tentatively, Whitmore will reopen about mid-August.

The meeting adjourned at 2:10 p.m.