

Salt Lake County Library Board of Directors Meeting
Sandy Library
February 26, 2018
Approved

Attending: Paul Benner, Chair; Richard H. Nixon, James Jackson III, Kristin Covili, Chelsea DiFrancesco, Cindy Mecklenburg, Aimee Winder Newton

Excused: Nancy Thorne, Frenchell Hampton

Others: Jim Cooper, Liam Keogh, Jennifer Fay, Pamela Park, Kent Dean, Liz Sollis, April Townsend, Darin Butler, Nic Dunn, Cheryl Mansen, Art Lang, Carol Ormond, Susanne Jones, Randi White, Leslie Webster, Robin Chalhoub, Xiaolian Deng, Steve Van Maren

Paul Benner brought meeting to order at 12:30

Welcome – *Darin Butler, Sandy Library Manager*

- Sandy Library opened 27 years ago and Darin has been the manager for 10 years. Trudy Jorgensen-Price is the assistant manager.
- Last year 77,000 people participated in their programs.
- They provide 7 story times a week with a focus on early literacy.
- They proctor about 100 tests a month. Students from UVU, BYU, Harvard and Columbia are among those who use this service which saves them money and travel.
- Darin is involved in the Sandy area Chamber of Commerce and on the Healthy Sandy Steering Committee. Library staff have presented business data base information to the Chamber.
- A pedestrian bridge opened last year and has increased students coming into the library. (Parking and traffic have been an issue with the sky bridge.) They do “a task for a treat” to keep students engaged while waiting to be picked up.
- Sandy Library was recently recognized for “Read to a Dog” program that helps kids become more comfortable reading. The coordinator of the program said Sandy is the best organized in the state and brought people from Mexico and Taiwan to see how it is run.
- They are starting a business incubator program. Xiaolian Deng handed out a schedule of sessions.
- A recent Asian American Festival celebration drew 800 people to the library in one day.

Jim asked what the Board would like highlighted in manager presentations. Board members should let Carol know.

Minutes from the Previous Meeting, Public Comments, Correspondence
Chelsea DiFrancesco made a motion to approve the minutes from both the open and closed sessions of the January Board meeting. James Jackson III seconded the motion. The motion passed with Richard H. Nixon abstaining since he was not in attendance.

Public Comment

Steve Van Maren asked about the availability of draft minutes of the Board meetings which are required to be posted within 30 days of the meeting and audio recordings of the meeting. They will be posted on the Public Meeting web site and a link to them from our web site will be made available.

Correspondence

There was no correspondence to report.

NEW BUSINESS

ChamberWest Volunteer of the Year Maggie Mills - *Jim Cooper, Library Director*

Jennifer Fay, Associate Director Public Services introduced Maggie Mills, Hunter Library Manager. Maggie sits on the ChamberWest Board of Directors and its Leadership Institute Board of Trustees. Maggie is one of the best examples of how the Library can support the business community. We provide resources and connections they might not otherwise get and are more intentionally serving the business community than we have previously. Aimee Winder Newton said Maggie represents the Library and the County very well.

Outreach & Programming – *Kent Dean, Associate Director Outreach & Programming*
HistoryMakers – In honor of Black History Month, on February 3 the County Library, in partnership with The HistoryMakers organization, honored Salt Lake County HistoryMakers Emma E. Houston, the Honorable Shauna Graves-Robertson, Dr. Joyce M. Gray, and Representative Sandra Hollins, in a special program. The question and answer period was moderated by local celebrity and former Library Board member and chair, Ken Verdoia.

Chinese New Year – On February 17 the Library partnered with the Confucius Institute and hosted a celebration at the Library's Viridian Event Center that featured origami, calligraphy, dance, music and the lion dance. More than 1,400 people attended, an indication that there is a huge appetite for this kind of cultural event.

Jail Services - *Lt. Barrett, Salt Lake County Sheriff's Department*

Jim Cooper said that the Library has a long history with jail services at the Adult Detention Center. We provide materials and life skills programs. The Sheriff's Office provides fiscal support for some of our services. Later this year we will be expanding services in the Oxbow facility.

Lt. Barrett has worked at the jail for 25 years. She expressed appreciation for the value library services add to the prisoner and staff population. The services give an opportunity to turn incarceration into a positive, educational experience.

She also praised the jail library staff. Recently, some prisoners were going to be relocated to Davis County Jail and they couldn't take their library books. The transfer fell through and prisoners were brought back. They asked if they could get their books back. Library staff looked up each prisoner's books and made sure they got them back. Through the Library's life skills program prisoners are shown how to navigate library web site, library services are explained, they learn how to do job searches and make job applications, their fines are forgiven (unless they are in collection), and they can get library cards.

Library services also have a positive impact on the jail staff's ability to do their jobs and personal lives. They can have books sent to their workplace.

Expansion of Oxbow library space – The County will be opening another pod in Oxbow on July 1. With the opening of the second pod they have to move the medical staff into library space. They have identified two possible locations for the library.

2017 jail library services statistics:

- 175,000 items checked out (Metro & Oxbow locations).
- Staff gave 12 Life Skills presentations.
- Prisoners gave almost 3,000 hours of volunteer help to the library.

Library services play a big role in helping people become contributing members of society when they are released.

The library collection at the jail stays at the jail. There are restrictions around what can be in the collection.

OLD BUSINESS

Building Updates & Approvals - *Jim Cooper, Library Director*

Possible closed session necessary for discussion of real estate transactions

Taylorville Library – *Jennifer Fay Associate Director Public Services*

On March 12 Taylorville Library will be closing for about 6 weeks for improvements. They will be getting new carpet, converting lighting to LEDs and have desks refaced. Staff will be redeployed to neighboring locations.

One of our strategic priorities is a welcoming space. Having the building in good condition is an important part of that.

Holladay Library – *April Townsend Associate Director Finance & Operations*

We are redesigning this branch. It is a dated facility and it doesn't have adequate space for patrons and staff. We will expand the space we currently have by pushing walls out. We are in the design phase. An architect is on board. Construction will begin by fall. We will have to close the library for a period of time.

Other building projects

We are:

- Replacing our operations facility
- Building a new library in Kearns
- Combining Smith & Columbus services at a new Granite location
- Building new libraries in Daybreak and Herriman

We are in the programming phase with Architectural Nexus for Daybreak and Kearns. Daybreak will be a 25,000 square foot building. We have had two programming meetings with the architects. We have purchased property and have held community engagement meetings in Kearns, including gathering information from the 6th graders at the school next to the library property.

Aimee Winder Newton made a motion to close the meeting to discuss real estate transactions. Kristin Covili seconded the motion. The motion passed unanimously.

In closed session *Richard H. Nixon made a motion to open the session. Kristin Covili seconded the motion. The motion passed unanimously.*

Open Session

1. *Cindy Mecklenburg made a motion to recommend to the mayor and the council that we purchase the Mountain View corridor property for the facilities operation. James Jackson III seconded the motion. The motion passed unanimously.*

2. *Cindy Mecklenburg made a motion that authorize the continued negotiation for the replacement and relocation costs of the Reagan Signs billboard on the Kearns property. Aimee Winder Newton seconded the motion. The motion passed unanimously.*

3. *Cindy Mecklenburg made a motion that at the Kearns Library site we vacate and acquire the road between the existing library and the newly acquired church and thrift store property for site development. Kristin Covili seconded the motion. The motion passed unanimously.*

4. *Cindy Mecklenburg made a motion to acquire the 5-acre property at the corner of 3300 South and 500 East at the amount discussed in the closed meeting and request approval to rezone from residential to civic. Kristin Covili seconded the motion. The motion passed unanimously.*

5. *Cindy Mecklenburg made a motion to acquire 2.5 acres of Daybreak property at 11300 S. Granville Avenue, South Jordan for the amount discussed in the closed session. Aimee Winder Newton seconded the motion. The motion passed unanimously.*

STAFF REPORTS

Statistics – *Jim Cooper Library Director*

We continue to evaluate how our statistics are collected and reported. We are trying to figure out how to be more precise in what we report. Certain statistics need to be reported to the Utah State Library and the Public Library Data Services. Others need to be reported to the county. We are interested in what items are of importance to the Board. There may be additional items we should be collecting for your report, especially

around lifelong learning and early learning. Board members were invited to weigh in on how we can better report the impact we have on the community.

We are changing how we count our wireless use. In the past we were counting the number of connections. Now we track how much bandwidth patrons are consuming.

Paul Benner asked about the percentage of active card holders as a percentage of total card holders. We will change the wording of active to unique card holders.

What is meaningful?

What is important for staff to get their work done?

We can provide a monthly lost, damaged and deleted report.

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

- Interviews for Tyler and Magna managers will be completed next week.
- Mental Health First Aid Train the Trainer – We have sent two employees to the Utah Division of Substance Abuse event to be trainers. They will offer trainings four times a year. This will lead to connecting people with resources and will help staff learn how to appropriately interact with a person, de-escalate situations and redirect to resources.

Marketing and Media Update - *Liz Sollis, Marketing Manager*

- Our Chinese New Year celebration received radio and TV coverage.
- In March we are hosting a traveling exhibit, Vietnam Veterans – Art Beyond Combat. There will be a reception Thursday, March 29, 7:00 – 8:30 p.m. at the Library’s Viridian Event Center.
- Jim will be on a Radio Daybreak podcast talking about the new library building.
- The most popular book checked out in 2017 was the “Diary of a Wimpy Kid” series.
- Application for OWL camp opens March 1.

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

We are bonding for new buildings. She will set aside time in another meeting to talk about that funding structure.

Aimee Winder Newton made a motion to adjourn. Kristin Covili seconded the motion. The motion passed unanimously.