

**Salt Lake County Library Board of Directors Meeting
August 28, 2017
Millcreek Library**

Attending: Paul Benner, Chair; Richard H. Nixon, Nancy Thorne, Kristin Covili, Cindy Mecklenburg

Excused: Chelsea DiFrancesco

Others: Jim Cooper, Robin Chalhoub for Holly Yocom, Pamela Park, Stephanie Anderson, Nyssa Fleig, Kent Dean, Liz Sollis, Susanne Jones, Jennifer Fay, Leslie Webster, Cheryl Mansen, Carol Ormond, Richard Jausi for Steve DeBry, Suzanne Tronier, Liz Anguiano, Liam Keogh, John Jackson, member of the public, Steve Van Maren, member of the public

Welcome – Millcreek Library Update, *Suzanne Tronier, Library Manager*

- The library has been in the building for five years.
- Millcreek Library meeting rooms are busy all the time. Last year they had the most room bookings of all the libraries.
- Circulation of 70,000 items in 2016 is the sixth highest in the system. Door count is the third highest.
- Suzanne handed out a calendar of all the programs they do.
- They have a portable maker space cart.
- They had a great eclipse event with several programs leading up to it. People were lined up at 9 a.m. that morning to get glasses for the eclipse at 10.

Minutes from the Previous Meeting

Kristin Covili made a motion to approve both the open and closed meeting minutes from July 17. Richard H. Nixon seconded the motion. The motion passed unanimously.

Public Comments

Mr. John Jackson presented a series of questions concerning the content of Guy Maddin's DVD *Archangel* and whether there was nudity or not. Mr. Jackson provided copies of all his questions and a synopsis of the film.

Mr. Steve Van Maren named three titles he was surprised to see in the library's collection, *Thirteen Reasons Why*, *Masters of Sex*, seasons 1 & 2 and *Outlander* seasons 1 & 2. He said he is not asking for a reconsideration of materials at this time but expressed disappointment that the titles are in the library collection, especially *Thirteen Reasons Why*.

Reconsideration of Materials – Holiday Inn – Board members

Mr. John Jackson asked for reconsideration of having the movie *Holiday Inn* in the library's collection on the basis that it is racist. The Board was provided with the request and the acquisition librarian's response. Library Director Jim Cooper upheld the decision to retain the movie in the collection.

Paul Benner asked if anyone on the Board had comments.

- Nancy Thorne said this movie is on TV every Christmas season so people are seeing it all the time.

- Paul Benner said if the movie came out today it wouldn't be acceptable. He had talked with a member of the minority community who said, "What's the big deal." He also talked with a high school student who said, "We know this is wrong but we don't want to erase the history."
- Cindy Mecklenburg said this complies with our acquisition policy and this should be what guides our decision, not a moral issue. We should let our customers decide if it is objectionable to them.
- Kristin Covili said people should have a choice to check it out or not and we should not pass our moral judgment on to others
- Richard H. Nixon said as a library we have lots of materials that are objectionable to others. We are not promoting it or advertising it but it's there and it does meet our Material Selection Policy. Do we want to ask that selections be made by other than the Material Selection Policy?

Richard H. Nixon made a motion to uphold the decision of the library director and retain the title in the library's collection. Kristin Covili seconded the motion. The motion passed unanimously.

Jim Cooper said we have been asked to remove materials that are offensive to many groups. There is something in the library that could offend almost anyone's sensibility. We are a popular library that serves a diverse population. We are not a majority organization. We serve everyone. We want to have materials available to underrepresented populations.

Outreach & Programming – Kent Dean, Associate Director Outreach & Programming
O.W.L. Camp – Nyssa Fleig, Library Program Manager & Stephanie Anderson, O & P Senior Librarian

The public library is embedded in the community it serves and since the early days libraries have been recognized as part of the education ecosystem. They have also been involved in outreach services early on such as by providing resources to immigrants. The County Library is continuing this tradition today through Outreach and Programming.

O.W.L. Camp was a Harry Potter-themed program that tapped into the excitement of a generation of readers. The goals were to provide a free, inclusive, high-quality, engaging S.T.E.A.M.-based summer camp for youth ages 11-18.

Nyssa and Stephanie reviewed the O.W.L. Camp selection process. They will email their presentation to Board members.

Anybody who applied was able to come this year. They don't think that they will have that luxury next year. The theme will be continued next year. There are some new things they want to incorporate and some changes they would like to make. They are thinking of having a family day at the end so that younger children can come.

Next year O.W.L. Camp will be held June 25 through June 30. The Board will receive invitations to attend.

Next year Nyssa and Stephanie will be doing an O.W.L. Camp presentation at PLA. It is the only program of its kind in the nation.

Library programs are supported by the community.

- We do author visits on an ongoing basis.

- The Summer Reading Kickoff Party had about 4,500 people in attendance.
- In 2016 about 400,000 people participated in various library programs.

The library will continue to provide programs, storytimes, book groups, classes on health and finance, etc.

We will also be focusing on

Demographics – We need to keep abreast of demographics in the community so we can meet people’s needs. We are becoming more diverse religiously, ethnically and in other ways. Salt Lake has one of the largest refugee communities per capita in the country.

Place, Platform, People

People are the heart of the library. Kent is trying to go beyond the walls of the library and expand our platform to meet the needs of the people.

Technology

We want to insure that everyone in the community has access to technology resources. What does literacy mean in our changing society?

Early Literacy

Brain science is telling us that early experiences make a big difference in a child’s development and their future academic and social success. We recently held a Storytime Summit to train staff in early literacy principles and skills.

Through our *Books for Baby* program we are working with IHC, Mountain Star and University Hospitals to provide first books to every baby born, along with a bag and information for parents about how important reading to their babies is.

We are connecting with schools so that students know that they are supported academically by the library.

Discarded Materials, Donated Materials & Book Sale – *Jim Cooper, Library Director*

There is a cottage industry of book sellers buying books from our book sale areas and making a profit reselling them. This is frustrating to the staff and counter to the purpose of the book sale which is intended to return value to the public for their benefit and use. Not an insignificant amount of money is being made by individuals (one reseller made \$40,000 last year) and the value isn’t being returned to the public.

Jim is interested in investigating an alternative way of dealing with discarded and donated books.

There are some emerging technologies through organizations that would partner with the library and other library districts to resell books and return a percentage to the libraries. We are developing a business model with a company that has been looking at processing library materials. We will investigate over the next few months and may come back with a new policy on how we handle these materials. There is value there and we want to maximize our return.

We may retain some books for the public sale at the branches.

Richard H. Nixon asked how this would impact those to whom we provide discarded materials such as the jail, South Main Clinic and the Alta Reading Room.

Jim Cooper said we could still accommodate these as we go through the weeding process and hold materials aside for this purpose. We also don't have a place to warehouse discarded materials. It is a disservice to tax payers not to start maximizing the value of the discarded materials.

We would have to go out for an RFP to qualify those who are interested in processing book sale items.

Jim said it sounds like there is interest by the Board to continue to explore this.

Other libraries have friends groups that handle book sales. We don't have a friends group and don't want to go that direction. Likewise, we don't want staff to become book sellers.

We'll come back in a couple of months with more information.

Policy Review

- *Library Use & Behavior Policy – Carol Ormond, Office Manager*
- *Interlibrary Loan (ILL) Borrowing Policy – Carol Ormond, Office Manager*
- *Material Selection and Reconsideration of Materials – Jim Cooper, Library Director*

A policy review working group made up of Kent Dean, Leslie Schow, Herriman Library Manager, Kathy McCullough, Holladay Library Circulation Supervisor and Carol Ormond are reviewing and updating policies.

The Library Use and Behavior Policy is foundational to other policies like the Public Meeting Space, Internet Access and Computer Use, Safe Child and Wireless Network policies. The library's management team had reviewed the changes and approved moving the policy forward to the Board for approval.

- Removed reference to turning cell phones off or to vibrate
- Confirmed that ecigarettes are included in the Utah Clean Air Act
- Changed "animals trained" to "dogs trained" to be consistent with Utah Code definition of service animals and added "no other animals are allowed in County Library facilities"
- Added "light snacks and non-alcoholic beverages are permitted as long as they do not disturb other people or disrupt County Library services"

Cindy Mecklenburg made a motion to accept the revised Library Use and Behavior Policy. Nancy Thorne seconded the motion. The motion passed unanimously.

Interlibrary Loan (ILL) Borrowing Policy revisions that could impact the customer financially were requested by the fiscal working group.

- Add ILL materials may only be renewed by Customer Service. They cannot be renewed at a branch. (The loaning libraries determine whether an item may be renewed and can result in a fine to the customer if the item cannot be.)
- Changed the word "patron" to "customer."
- Added "a charge may be assessed if the ILL information sheet (book strap), attached to the material by Salt Lake County Library, is not attached when the material is returned."

Richard H. Nixon made a motion to approve the Interlibrary Loan Borrowing Policy as modified. Kristin Covili seconded the motion. The motion passed unanimously.

Jim Cooper said the Board approved the Material Selection Policy in 2004 and it has been reviewed since then but not changed. He wanted the Board to be aware that it will be coming up for review in the next six months or so during the normal review cycle. It is online for Board members to review. We'll also send an attachment to the Board.

Kristin Covili made a motion to close the meeting to discuss real estate transactions. Nancy Thorne seconded the motion. The motion passed unanimously.

Budget – Jim Cooper, Library Director

- FTE Requests

Jim pointed out the 2018 Budget calendar on the back of the monthly revenue and expenditure handout. Again, we were asked to submit a flat budget. We have requested budget increase items.

- An acquisition librarian for central selection of additional materials
- A program manager for diversity and inclusion – As we do outreach and encourage underserved populations to come to the library they don't find collections and programs that meet their needs
- A Viridian staff member – Last year they did over 400 programs a year. We are asking for office help for scheduling and clerical support.

Jim will be meeting next week with the Deputy Mayor and CFO to go over the budget.

Statistics – Jim Cooper, Library Director

Jim referred Board members to the monthly statistical report.

Marketing Update – Liz Sollis, Marketing Manager

Library in the Media

- Liz handed out the September/October *Connect* program guide.
- About 200 people attended the Remembering Vietnam event.
- Classes, programs and solar eclipse viewing events had large attendance.
- Chalk the Walk day-long art event will be Saturday, September 2 at the Viridian.
- We will be partnering with the Utah Diaper Bank during September to collect diapers.

Human Resources Update – Pamela Park, Human Resources Manager

We currently have 25 vacancies. Five are due to retirements and many are due to promotions.

Finance & Operations Update – Leslie Webster, Admin and Fiscal Manager

We expect the typical underexpenditure this year.

Other

Adam Gardiner has resigned from the Board since he has become the County recorder. We have two Board positions to fill and Jim asked for recommendations from Board members.

Cindy Mecklenburg made a motion to adjourn the meeting.