

**Salt Lake County Library Board of Directors**  
**Metro Jail**  
**September 24, 2018**  
**Approved October 22, 2018**

**Attending:** Nancy Thorne, Vice Chair; James Jackson III, Aimee Winder Newton, Cindy Mecklenburg, Kristin Covili (arrived at 1:30 p.m.)

**Excused:** Chelsea DiFancesco, Frenchell Hampton

**Others:** Jim Cooper, Kent Dean, Susanne Jones, Carol Ormond, Liam Keogh, Nyssa Fleig, Pamela Park, Stephanie Anderson, Leslie Webster, Liz Sollis, Holly Yocom, Lannie Chapman

Nancy Thorne called the meeting to order at 12:33 p.m.

**Minutes from the Previous Meeting**

*Aimee Winder Newton made a motion to approve the minutes from the August board meeting. Cindy Mecklenburg seconded the motion. The motion passed unanimously.*

**Public Comments**

There were no Public Comments.

**Correspondence**

None

**NEW BUSINESS**

**Holiday Closures** – *Jim Cooper, Library Director*

Typically we close at 2 p.m. on Christmas Eve. This year Christmas Eve is on Monday. Rather than have staff come for four hours we asked for Board approval to close for the full day. We also asked for Board approval to close at 6 p.m. on New Year's Eve day. Liz Sollis asked for an email vote if we didn't have a quorum. Liam Keogh will review the electronic vote policy and make sure we can.

When Kristin Covili arrived at 1:30 p.m. there was a quorum.

*Aimee Winder Newton made a motion to approve staff recommendations for both holiday closures. Cindy Mecklenburg seconded the motion. The motion passed unanimously.*

**Summer Reading Report** – *Nyssa Fleig, Library Program Manager*

*Summer Reading Kickoff* – Our kickoff is a carnival/festival event. We partnered with County agencies, the Natural History Museum of Utah, West Jordan City, Police and Fire Departments. This year 4,300 people attended and 2,500 people signed up at the event. People could also sign up at library branches throughout the summer.

*Summer Reading Program*

The finisher rate is steady from the last few years. The number of beginners fell off a bit, which may have been because of the way the count was being taken.

The library-produced Summer Reading video has had over a million hits.

Nyssa reviewed Summer Reading statistics and changes made to improve the program.

We also participated in the ZAP Summer Passport program and promoted my529, a Utah State Library scholarship opportunity.

Participants gave input on what they liked best and what we can do better through the Public Library Association's Project Outcome Summer Reading survey.

Finishers received a free pass to Library Days at the Natural History Museum of Utah. Families could attend one of two days, Saturday, August 18 or Sunday, August 19. This was the first year we tried doing it on Sunday. We also offered an Adult Night on Wednesday, August 15. Ninety-two people attended the Adult Night, 3,500 attended Saturday and 1,700 attended Sunday. We will assess what days to offer next year.

### *Summer Reading Evaluation*

We partnered with the Utah Education Policy Center of the University of Utah to do a study of the effects of participating in Summer Reading on reading scores. Surveys were distributed to kids in West Kearns and Magna Elementary schools and we partnered with Granite School District for access to DIBELS Z-Scores (Dynamic Indicators of Basic Early Literacy Skills). The key finding was that students who participated in the Summer Reading Challenge had a greater increase in the DIBELS Z-Score than those who did not. Our Project Outcome survey results hold up compared to this survey.

Jim said it was very encouraging to see because we felt anecdotally this was the case.

The planning process for Summer Reading 2019 has started.

Nyssa provided an analysis of the budget and expenditures.

## **OLD BUSINESS**

### **Board Member Appointments** – *Jim Cooper, Library Director*

Jim, Nancy, Cindy and Kristin interviewed five people and narrowed their selection to three. The Mayor's Office recommended that two, Sandra Osborn and Hollie Pettersson, be sent to the County Council for approval. They will be presented to the Council on October 2. Sandra has a master's degree in children's literature. Hollie has a PhD. She lives in the Millcreek area and has connections to the Magna community.

### **Budget and Finance** – *Leslie Webster, Administrative and Finance Manager*

The 2019 budget has been submitted. The Board has received a 2019 detailed budget. We are currently working on spending out the 2018 budget.

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

*Kearns* - We have acquired property at Kearns. Reagan has removed their sign from the property. We will go out for bid October 15, close the library December 22 and reopen in about 15 months.

*Daybreak* – We are about to close on the Daybreak property in the next couple of days. Daybreak's construction schedule will be similar to Kearns. We will have to purchase a new collection for Daybreak. Jim will have a timeline for the Board next month.

*Granite* – We have been meeting with South Salt Lake City to discuss our desire to acquire and rezone property from residential to library use. Jim has been addressing concerns the city has. The purchase of the property is contingent on rezoning. We are in reasonable shape to acquire the property but won't put further resources into designing a building until the property has

been acquired. Holly Yocom said there are a lot of questions about the space. Mayor McAdams met with Mayor Wood last week to move the project forward.

*Riverton* – We are replacing lighting with LED lights. Riverton will close October 31 and reopen December 3.

*Holladay* – We have selected a pool of candidates who can bid on the project. Holladay will be closing in October for nine months.

*West Valley* – No update

*Herriman* – No update

## **STAFF REPORTS**

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

Public meeting room use continues to increase.

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

Staff Day is October 8. All branches will be closed for the day.

April Townsend is retiring the end of the month. She is pursuing an opportunity that has come since getting her PhD. Jim said that she epitomizes the educational path the County offers with tuition reimbursement and exemplifies the opportunity to move forward. Leslie Webster will step in during the interim until we can recruit for the position.

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

- Marketing is working on the November/December *Connect*
- Fix-It Clinic – October 6 at the Viridian
- Our storefront at Junior Achievement City will open late October/early November.
- Marketing is working on proper signage for buildings emphasizing that they are County facilities.

Aimee has asked that we provide an analysis of the contributions of each municipality and services that are provided. There is a lot of cross utilization.

**Jail Tour Welcome** – *Stephanie Anderson, Outreach Manager*

Stephanie is the new branch manager at the jail. She oversees both Metro and Oxbow jails. The number of prisoners at Oxbow has doubled to 300 and will triple in January. We have moved into a new library space. Oxbow has more life skills programs and a lower risk population than Metro. We are on a three-week rotation of materials at Oxbow and Metro and would like to get to a two-week rotation.

Four Library Assistants work at Metro. We are the only service at the jail that serves everybody. Prisoners see the library as an essential for them. We set them up with library cards.

Volunteer trustees average about 282 hours a month working in the library. They get time off for hours they work in library.

We have a great partnership with the Sheriff's Office. We have a cost sharing arrangement with them.