

**Salt Lake County Library Board of Directors**  
**October 24, 2022**  
**Approved by the Library Board on December 12, 2022**

**Attending:** William (Bill) Scarber, Chair; Kristin Covili, Chelsea Lindbeck, Sandra Osborn, Sam Klemm

**Excused:** Nancy Thorne, Kaati Tarr

**Others:** Jim Cooper, Jennifer Fay, Shaun Dimick, Melissa Haslam, Susanne Jones, Matt McLain, Sara Neal, Pamela Park, Megan Smith, Russ Snow, Christina Walsh, Leslie Webster, Steve Van Maren (member of the public)

**By Webex:** Hollie Pettersson, Vice Chair; Liz Anguiano, Azra Basic, Robin Chalhoub, Tyler Curtis, Kira Elmendorf, Grace Hanley, Jared Hastings, Joey McNamee, Trudy Jorgensen-Price, Megan Smith, Stephanie Tilt

William Scarber called the meeting to order at 12:34 PM.

**Welcome** - Jim Cooper, Library Director

## **NEW BUSINESS**

### **Taylorsville Branch Information – Christina Walsh, Taylorsville Branch Manager and Jennifer Fay, Associate Director of Public Services**

Taylorsville, previously known as the Park branch, opened in 1990. It is in the top five for computer usage and copier/fax machine usage, and resume help.

The Taylorsville branch won a Utah Library Association award for Outreach last year. There are no schools in walking distance, so the librarians do outreach. Programs include a walking book club, a home school book club, and a trick-or-treating at City Hall. Taylorsville is a programming destination for STEAM, family programs, and an online lecture series for adults.

The branch's greatest needs include more seating, more space for the public and the staff, and meeting rooms.

Facilities manager, Shaun Dimick, mentioned the building is in fair shape and the branch is in the process of receiving a new rubber membrane roof. Taylorsville is 12,500 square footage; it is small but mighty.

The tour of the branch started at 12:39.

**Approve Minutes** from the September 26, 2022 Board Meeting

*Kristin Covili made a motion to approve the minutes from the September 26, 2022 Library Board Meeting. Chelsea Lindbeck seconded the motion. The motion passed unanimously.*

Kristin Covili - aye  
Chelsea Lindbeck - aye  
Sandra Osborn - aye  
Hollie Pettersson - aye  
William Scarber - aye  
Sam Klemm - aye

**Public comments -**

No comments.

**Correspondence -**

We have received one piece. Mike Williams, council member for District 6, wrote in support of the tax increase as explained on the library website FAQ page. Williams realizes the need for an increase due to rising costs, and especially to secure land for the Tyler branch rebuild. The library is a noble institute and as a PTA president, Williams knows many students who use the library as a vital resource for books and the internet. Williams especially enjoys the virtual eBooks, courses and other resources.

**OLD BUSINESS**

**Library Tax Increase Update – Jim Cooper, Library Director**

Jim mentioned the library FAQ page. Many of our patrons have visited the website, but we have only received about 15 responses. Those responses are a 50/50 split for the tax increase proposal. They have not had a letter attached; most are just a pro or con comment. One comment was for the Sprague Library, which is a City Library branch.

We had two Q&A sessions at Magna & Midvale. We have had no real questions about the tax increase. Most comments were about the replacement of the Tyler Library. The Midvale community was supportive of a new branch and the increase to facilitate the branch. We will have two more Q&A sessions at Holladay and Daybreak. We have been advertising on the library website and on social media. The turnout is light and most reactions are supportive.

October 25<sup>th</sup> is the mayor's budget presentation. The public notice of truth in taxation requirement is on the council agenda. There will not be a vote until Dec 6<sup>th</sup>.

A newspaper notice is set to publish in November. We purchased a quarter page ad listing the benefits of the library, why it is important and why we need funding to support our cause. The board is welcome to show up for the council meetings. One council member opposes the tax increase, but we are hoping to get support from the majority.

Hollie Pettersson is thankful for the transparency around the tax increase proposal.

## **Budget Review: Community Engagement – Leslie Webster, Fiscal Manager**

A big portion of the library's budget is going to programs/community engagement. Below is a sample of the programming budget. This is a continuing presentation from one Leslie gave in June at the Tyler branch.

Community Engagement aims to have programs for all ages. From Lifelong Learning (OWL Camp; Adult Lecture Series) to Early Learning (Books for Babies partnership with the hospitals; Ready for Kindergarten). In addition to the hospital, the library partners with different intuitions such as United Way and outreach with the schools.

Level Up is a program just for 3<sup>rd</sup> graders. Many of the students will receive their first library card and will learn how to use the cataloging system. The library has other helpful programs such as Library at Your Door for homebound patrons.

Summer Reading is our largest program. Other system-wide events include Chalk the Walk and a unique program, ToshCon. This anime program is mostly teen run. The library facilitates the program, but the teens come up with all of the content and all the judging and panels. Teens learn business skills with this program by making and selling items. The last program had about 1,800 teens in attendance.

We have non-traditional branches. This includes Decker Lake Youth Detention Center, Alta Reading Room, and Junior Achievement (JA City) for 5<sup>th</sup> graders. Kristin's son just attend JA City, which is a storefront in the Children's Museum downtown. The South Main Clinic is a WIC clinic with the County Health Department. We have a storefront where children receive free books. This is beneficial as it lessens anxiety for those who may be having their health checked for the first time. Another non-traditional branch is in the County Jail. The county gives us revenue of \$129,207. Since we know the value of this service, we keep running the branch with a cost to the library of \$497,105.

The Viridian Event Center hosts system wide events for the library. They also rent space for meetings, county and government use, weddings, school dances, and more. Occasionally, the budget will have accounting codes that seem out of the ordinary. Viridian has one for bedding & linens, which is tablecloths and cloth napkins. Viridian is able to provide equipment such as heaters, canopies, and fences to those who rent the space.

Our Marketing department helps make sure we have a standardized brand. They provide system-wide signage and use color as part of the branding system. This helps patrons easily find items they are looking for. The color for teens is purple. You may see purple walls, purple shelving and even booklists using purple highlighting. Marketing includes public relations and communications.

The conversation went back to some of the previously mentioned programs, such as the non-traditional branches. The jail and Decker Lake receive deleted items from the branches. They need to be in decent condition and follow specific rules, such as no hardback books or staples in the jail. To adapt, we have a way to take off the hardback cover and put on a manila folder.

## **Why is community engagement an important part of the library?**

Steve Van Maren mentioned he worries when he sees programs such as yoga. Some members of our community lack basic needs. We use programs as a way to help bridge that gap. To the public, it may seem like some programs lack a clear connection with the library. These events will reach individuals outside of the regular library range. Those individuals will learn about additional services and partnerships the library offers, then they return and use these resources.

Communication with refugees is a big issue. We do not have enough staff that speak all of the languages needed. The library compensates by using Google Translate and other resources. We host a welcoming week. We want them to know they are valued in our community. Those we can reach will go back to their communities and spread the word to others.

Bill Scarber is working with a family from Africa. They are struggling to communicate but their kids help them in that area. Some of the kids speak 3-5 languages. Pamela Park mentioned USU Extension Office has a program for refugees. They help with translating and work with the communities.

The library collaborates with the English Skills Learning Center. Additionally, we hold financial literacy classes. Our create spaces teach food and culinary literacy. Not everything the library does is traditional to libraries in the past. We are striving to reach a diverse group and be inclusive to those in our community.

Sandra Osborn commented:

“I just wanted to go back to why the library should offer these kind of services and community engagement. I think throughout my exposure to the library as they have expanded services to include kitchens and make/create spaces, the library continues to be about access for everyone and to recognize that everyone is human. It is not about just education to live, it is about education to thrive in their life and to have the knowledge, tools and access to be able to do so. It is easier to conceptualize with families such as with refugees, but I work with many students in middle school who still don't know how to read and no other system is going to target continuing literacy programs for people throughout their life span and not just in elementary school. Likewise, I am going to specifically talk about why I think things like yoga really matter. Because yoga and meditation are tied together and so many people did not grow up in spaces where that would be a calming activity. Now they are entering a space of emotional literacy and being able to function as living human beings. These are all tools to create a better life experience because you learn to control your emotions, you learn to use a computer, and you learn to do a job application. Those are all tools that help us thrive as humans. I can't think of another state funded or government entity that really sees the value of being human.”

Programs are community driven based on where that area has a need. All of these core values have a need in someone's life. You get an experience that you may not have already had. Then you can connect to something bigger. Some patrons may not have experience with a 3D printer, or a telescope. The library helps them with the experiences that can have a greater impact on their life.

One of the reasons we put a lot of energy into early learning is because it is a pillar into the rest of your life's experiences. Level Up is for 3<sup>rd</sup> graders because they need to be up to reading level at that time. The level of literacy has connections to the quality of life a person

experiences. These services and programs helps people view the library in new ways. Even the prisoners show better behavior so they can have access to the library.

Sam Klemm left at 1:57

## **STAFF REPORTS**

### **Statistical Report – Jim Cooper, Library Director**

Jim commented on how the library has been rebounding. We are marching toward a pre-pandemic level. We may hit that at the end of this year, at least sometime next year we will be back to those levels. The library serves around 800 - 1,000 people every hour.

### **Marketing Update – Sara Neal, Marketing Manager**

Our Database Administer, Rachel Richardson, provided statistics showing 73% of households in the county library tax district have actively used their library cards in the past 3 years.

The Winter Reading program started in 2021. The program is held in January and we had about 15,000 our first year. The 2023 All-Star Winter Reading program is official after working with Salt Lake County and the Utah Jazz. We will have a basketball theme in conjunction with the 72<sup>nd</sup> NBA All-Star Game in Salt Lake City in February.

### **Finance & Operations Update – Leslie Webster, Associate Director of Finance & Operations**

The mayor is proposing the budget tomorrow. The vote will take place on December 6<sup>th</sup>. We need the tax increase to fix some of the problems in our buildings. Whitmore, West Valley, Tyler branch replacements and a Sandy building remodel are planned with the tax increase.

The West Valley branch is down to one boiler and the building is closing when it fails. We hope it makes it through the winter. The Whitmore branch should be starting soon for a roof membrane. Whitmore also needs to be replaced, but the roof had to be fixed in the meantime.

The council approved \$10 million in ARPA funds to bill this year. This is considered under Continuity of Operations to be used for salary and personnel costs.

### **Final Comment – Jim Cooper, Library Director**

Jim introduced challenges and reconsideration as an agenda item for the next board meeting. We had fifteen challenges and requests for reconsideration. Two of the challenges are about the displays we have had within the branch or surrounding a program. We are reviewing the display policy about what is appropriate. Megan Smith will be reviewing our draft and then it will be presented to the board.

The meeting was adjourned by Bill Scarber at 2:09 PM.

The following report was missed in the meeting.

**Personnel Report - Pamela Park, Human Resource Manager**

Full-Time Merit Staff – 282

Part-Time (30 hour) Merit Staff – 75

Part-Time (20 hour) Merit Staff – 113

Substitutes Staff - 88

We currently have 59 vacancies that are in the process of recruiting, being re-classed, or are on hold for approval to fill.