

**Salt Lake County Library Board of Directors
November 2, 2023
Approved by the Library Board on January, 22, 2024**

Board Members on Webex:

William (Bill) Scarber, Chair	Sandra Osborn
Hollie Pettersson, Vice Chair	Spencer Romney
Steven Sokol	Kaati Tarr
Kathryn Calderon (for Suzanne Harrison)	

Excused Board Member(s):

Anastasia Morgan
Nancy Thorne

Attendees in Person:

Jim Cooper	Joey McNamee	Leslie Webster
Melissa Haslam	Matt McLain	Elliot Fenech
Christa Warren	Pamela Park	Sara Neal

Other Attendees on Webex:

Megan Smith	Kim Bryant Welch	Robin Chalhoub
Kathy Christiansen	Darin Butler	Emily Bullough
Steve Van Maren		

Bill Scarber, Chair, called the meeting to order at 12:30 pm.

Welcome - Jim Cooper, Library Director

Welcome to this special meeting of the board. This meeting was requested to approve a few items from the October meeting.

Public comments:

Steve Van Maren enjoyed the jail tour in October.

Correspondence - Jim Cooper, Library Director

None at this time.

Approve Minutes from the September 25, 2023 Board Meeting

Hollie Pettersson made a motion to approve the minutes from the September 25, 2023 Library Board Meeting. Kaati Tarr seconded the motion. The motion passed unanimously.

Kathryn Calderon for Suzanne Harrison – aye
Anastasia Morgan – N/A
Sandra Osborn – aye
Hollie Pettersson – aye
Spencer Romney – aye
Bill Scarber – aye
Steven Sokol – aye

Kaati Tarr – aye
Nancy Thorne – N/A

NEW BUSINESS

Director Job Description – Jim Cooper, Library Director

Consistent with county ordinance, the director job description must be approved by the library board and the mayor's office. The description has not been updated since the 1990s and one update was the change in governance. The position is now under Community Services. Another update to the job description covers the mandatory background check per policy requirements.

Board member, Steve Sokol, questioned if a master's degree was similar to other county requirements and if a great candidate would be excluded if they only had a bachelor's degree. The job application states they may have equivalent experience. A master's degree is preferred, but it does not merit an automatic exclusion if they have similar qualifications for an executive director.

The board may approve the job description, with minor changes in the human resource stage as the position posts.

Steven Sokol made a motion to approve the Director Job Description as currently written.
Sandra Osborn seconded the motion. The motion passed unanimously.

Kathryn Calderon for Suzanne Harrison – aye
Anastasia Morgan – N/A
Sandra Osborn – aye
Hollie Pettersson – aye
Spencer Romney – aye
Bill Scarber – aye
Steven Sokol – aye
Kaati Tarr – aye
Nancy Thorne – N/A

Director Selection Committee – Jim Cooper, Library Director

This topic was not on the agenda and was brought up for informational purposes. A selection committee will need to be assembled. The committee will consist of three board members, a few library staff members, and a member of the Mayor's office.

The selection committee will help narrow down the list of candidates to a few individuals. Those remaining will then meet with the entire board for an interview. Interview experience is not necessary, as human resources will provide some training on the process and expectations. The first round of interviews will take place virtually for a few hours across three days.

Email Director, Jim Cooper, with your interest in the selection committee.

Intro to IT Manager, Elliot Fenech – Leslie Webster, Associate Director of Admin Services

Elliot Fenech is the new Senior Manager of IT. He was mentioned at the October meeting, but was unable to attend. Elliot received a degree from the University of Utah and previously worked at Twitch and the University of Utah. He has two kids and is excited to spend more time with them and give back to the community. Elliot recently completed a pilgrimage trek and immediately connected with a few board members over that hobby.

Bill Scarber, Chair, adjourned the meeting at 12:48 pm.

DRAFT