

**Salt Lake County Library Board of Directors
January 27, 2025
West Valley Branch**

Approved on February 24, 2025

Board Attendees:

Spencer Romney, Chair
Anastasia Morgan
Kaati Tarr

Board Attendees:

Steven Sokol
Councilmember, Natalie
Pinkney

Excused Board Member(s):

William (Bill) Scarber

Other Attendees:

Ann Engar – Board
Nominee
Joey McNamee
Carrie Hackworth
Jennifer Fay
Melissa Haslam
Shaun Dimick

Lindsay Vargo – Board
Nominee
Megan Smith
Christa Warren
Leslie Webster
Pamela Park

Jessica Strong – Board Nominee

Camie Clark
Elliot Fenech
Matt McLain
Sara Neal

Other Attendees on Webex:

Brent Roberts (Help
Desk)
Carrie Hackworth
Maggie Mills
Trudy Jorgensen-Price

Robin Chalhoub
Isaac Higham
Nyssa Fleig

Ann Marie Barrett

Kathy Christiansen
Stephanie Tilt

Spencer Romney, Board Chair, called the board meeting to order at 12:32 PM.

Welcome – Joey McNamee, Library Director

Library Director, Joey McNamee, expressed her thanks to the library board for attending the meeting and forming a quorum, especially while we are in the process of approving new members.

Joey welcomed our new councilmember, Natalie Pinkney, who will be a great resource. Councilmember Pinkney thanked the board for their kind welcome to the board.

The new board member names have been submitted, but we won't have final approval from the county until February. Ann Engar lives in Holladay and is an emeritus at the University of Utah. Jessica Strong lives in Draper and has a career in public health and social responsibility. Lindsay Vargo is employed at the University of Utah in political science and lives in Sandy.

Approve Minutes from the October 28 and December 9, 2024 Board Meetings

Anastasia Morgan a motion to approve the minutes from the October 28, 2024 Library Board Meetings. Kaati Tarr seconded the motion. The motion passed unanimously.

Councilmember, Natalie Pinkney – aye
Anastasia Morgan – aye
Bill Scarber – N/A
Kaati Tarr – aye

Spencer Romney – aye
Steven Sokol – aye

Anastasia Morgan a motion to approve the minutes from the December 9, 2024 Library Board Meetings. Kaati Tarr seconded the motion. The motion passed unanimously

Councilmember, Natalie Pinkney – aye
Anastasia Morgan – aye
Bill Scarber – N/A
Kaati Tarr – aye
Spencer Romney – aye
Steven Sokol – aye

Public comments:

No comments.

Correspondence:

No correspondence.

AGENDA ITEMS

Introduction to West Valley Branch – Joel Poppleton, Branch Manager

Joel Poppleton has been in the library system since 2018 and has been the West Valley manager since 2020. The branch opened in 1965, making it the oldest building in the system at 60 years old. Even though patrons love the small 13,600 square foot building, it has many age-related issues. The heating system, plumbing, and wiring all need an upgrade. The branch currently has two working boilers, but they are on borrowed time.

West Valley has a diverse community with a large percentage using the TRAX line for convenience. Many of the patrons' experience homelessness and use the library for various services, including to charge their devices and stay in communication with others. Volunteers of America visit every other Tuesday to help patrons in need.

Four of the sixteen staff members speak Spanish, which has been a great benefit as the branch has seen an increase in Spanish speaking patrons in the past few months, many of which are coming in for immigration services. West Valley has one of the largest pacific island populations in the state and visitors may notice a green lion above the computers donated on April 8, 2008 from a sister-county in Nantou County, Taiwan.

The branch has also seen an increase in young patrons requesting help to find books, especially when it is needed to complete homework. The staff recently shifted gears to have a greater focus on youth services. A popular youth program is Kid's Café in partnership with the Utah Food Bank. Youth are served a free meal from 3:00 pm to 5:00 pm every day.

Popular library services include access to technology such as public computers and printers. If the internet is down, the patrons are reminded that the books still work. West Valley has a solid collection that meet the diverse patron needs. Meeting and study rooms are in high demand and patrons enjoy the two rooms the branch has available to the public. West Valley also offer a variety of programs, which include a book club in partnership with Harman Senior Center and a recently organized program where volunteers knitted scarves and hats for patrons.

Action Item – Closed Session to Discuss a Real Estate Matter – Joey McNamee, Director

Megan Smith, District Attorney, reminded the board members about laws around a closed meeting. The board needs five members as part of the quorum and 2/3 of the members present need to vote to close the meeting. No votes will take place in the closed session, with the exception of a vote to reopen the board meeting.

Chair, Spencer Romney, stated the board will vote to close the meeting to discuss a real estate matter regarding certain library locations, as allowed under Utah law. The meeting will take place today, January 27, in a West Valley Branch meeting room.

In addition to the board members in attendance, the board invited Library Director Joey McNamee, Community Services Director Robin Chalhoub, District Attorney Megan Smith, Office Manager Melissa Haslam, and Human Resource Specialist Camie Clark, to help out with the technology in the closed session.

Spencer Romney made a motion to close the meeting to discuss a real estate transaction that is not yet public and could jeopardize pricing and availability for the purposes stated. Anastasia Morgan seconded the motion. The motion passed unanimously.

Councilmember, Natalie Pinkney – aye
Anastasia Morgan – aye
Bill Scarber – N/A
Kaati Tarr – aye
Spencer Romney – aye
Steven Sokol – aye

The Salt Lake County Library Board Meeting was closed at 12:44 pm and reopened at 1:25 pm

Anastasia Morgan moved to proceed with a Real Estate transaction, that is not yet available to the public and could jeopardize pricing and availability, as discussed during a closed session, The board approves county representatives to move forward with purchases as needed. Kaati Tarr seconded the motion. The motion passed unanimously.

Councilmember, Natalie Pinkney – aye
Anastasia Morgan – aye
Bill Scarber – N/A
Kaati Tarr – aye
Spencer Romney – aye

Steven Sokol – aye

Action Item – ILL Borrowing and Lending Policies – Christa Warren

The Interlibrary (ILL) Loan Borrowing and the Interlibrary Loan Lending policies were presented in December, but we were unable to approve that that time. Updates to the policy include prohibiting student cards from borrowing ILL items and a few minor changes to the language.

Steven Sokol moved to approve the ILL Borrowing and ILL Lending Policies as written. Kaati Tarr seconded the motion. The motion passed unanimously.

Councilmember, Natalie Pinkney – aye
Anastasia Morgan – aye
Bill Scarber – N/A
Kaati Tarr – aye
Spencer Romney – aye
Steven Sokol – aye

Action Item – Board Leadership – Joey McNamee

The Library Board decided to move forward with establishing leadership, even though the new board members are not official. The board agreed that Spencer has done a great job as the chair and wanted him to retain his role for another year and Anastasia Morgan was nominated as vice-chair.

Kaati Tarr moved to retain Spencer Romney as the Library Board Chair. Anastasia Morgan seconded the motion. The motion passed unanimously.

Councilmember, Natalie Pinkney – aye
Anastasia Morgan – aye
Bill Scarber – N/A
Kaati Tarr – aye
Spencer Romney – recused
Steven Sokol – aye

Kaati Tarr moved to select Anastasia Morgan as the new Library Board Vice-Chair. Spencer Romney seconded the motion. The motion passed unanimously.

Councilmember, Natalie Pinkney – aye
Anastasia Morgan – recused
Bill Scarber – N/A
Kaati Tarr – aye
Spencer Romney – aye
Steven Sokol – aye

Action Item – Update to the Fines & Fees Schedule, Budget Update – Leslie Webster, Associate Director

Financial documents were shared with the board. Highlights include:

- Library revenue from property tax is expected to increase this year
- Federal grants money decreased
- Branded merchandise is added as a new project in 2025
- Transfer from other funds include the sale of the Smith building and the sale of the West Valley strip of land
- Fines and Fees are expected to decrease in the long-range plan
 - Increase in digital materials, which do not have late fees
 - In April 2024 fines for youth materials were eliminated

The Fines and Fees Schedule was presented for approval. Changes include deleting the hot spots, since the program has ended, and increases to Create space fees. Printing for 8"x11" and laminated items each increased by \$0.10. A new sheet size of 11"x17" was added for a \$0.50 fee. The new material will be tracked and changes will be presented as necessary.

A discussion took place about the county's additional approval from the revenue committee. The library fees are well below the range of needing that extra layer of approval.

Anastasia Morgan moved to approve the Fines and Fees Schedule as written with the create space fee adjustments. Kaati Tarr seconded the motion. The motion passed unanimously.

Councilmember, Natalie Pinkney – aye
Anastasia Morgan – aye
Bill Scarber – N/A
Kaati Tarr – aye
Spencer Romney – aye
Steven Sokol – aye

STAFF REPORTS

Director Report – Joey McNamee, Library Director

The Staff Reports are going to start rotating through all of the Library Leadership Team members. The reports today will be familiar, but you will get a chance to hear from others at future meetings without extending the length of the meetings.

Today you will hear from the Director, Marketing, Fiscal, and Personnel. Next month staff reports will include updates from IT, Operations, Collections, and Public Services.

Thank you to all of you for sending in your Conflict-of-Interest Forms, which included the prospective board members. We have a blank copy if you need one today.

The board was thanked for their closed session discussion. The library will move forward accordingly. Conversations continue with West Valley City leaders. Everything is very preliminary. We have a lot of interest in being part of the downtown design and are striving to

maintain a great relationship with the municipality during this process. Updates will be provided when more information is available.

The building inspection was completed on the planned Collection Resource Services and Community Engagement facility in Midvale. We are waiting for a formal report. The library team did not see anything too concerning and we hope the report confirms that analysis. Around April we will take occupancy and move forward with a remodel. We expect the building to be ready for library use in 2026.

Marketing Update – Sara Neal, Marketing & Communications Manager

Recent national library data shows that the Salt Lake County Library system is one of the top ten libraries in the nation. Of the more than 9,000 libraries in North America, about 15-20 of those circulate more than 10 million items a year. Our library circulates around 13 million items a year and we are excited to be included as one of the best.

Other notable statistics include:

- 945 patrons visit per hour
- 35,000 items checked out per day
- eMaterials was 28% in 2024, which has increased by around 10% in the past 5 years
- 12,000 programs a year averaging about 40 programs per day
- During the pandemic, we had a door count over one million and circulated 8 million items
- Meeting rooms in 2017-2018 was around 16,000 bookings and has more than doubled to 42,000 room bookings in 2024

Personnel Report – Pamela Park, Human Resources Manager

Pamela Park, Human Resources Manager, mentioned the usual personnel report numbers are found in the Board Report. Instead, she talked about the new EPIC performance management system.

Salt Lake County is moving from a goal-based performance system to a competency-based performance system. Goal-based can be tricky for some positions, such as a shelver who can only restock so many books. The new system will help evaluate all positions in an equal way. Competencies will allow managers to better evaluate the employee and how they are helping the library as a whole.

In 2026, the county will move forward with paying for performance with the first performance-based raises happening in 2027. It is a big change, but one of our branches provided feedback as part of a pilot program in 2024. Training and extra support is ongoing to make a smooth transition.

Anastasia Morgan made a motion to close the Salt Lake County Library Board Meeting. Kaati Tarr seconded the motion. The motion passed unanimously.

Councilmember, Natalie Pinkney – aye
Anastasia Morgan – aye
Bill Scarber – N/A
Kaati Tarr – aye
Spencer Romney – aye
Steven Sokol – aye

The meeting ended at 1:52 PM. Joel Poppleton and Shaun Dimick, Facilities Manager, took interested members on a tour of the facility.