

**SALT LAKE COUNTY LIBRARY BOARD OF DIRECTORS**  
**DRAFT UNTIL APPROVED BY THE BOARD**

**May 18, 2026 – West Jordan Branch**

<b>Board Attendees:</b>	<b>Board Attendees:</b>	<b>Excused Board Members:</b>
Anastasia Morgan, Chair	Ann Engar	Councilmember Natalie Pinkney
William (Bill) Scarber	Jessica Strong	Steven Sokol, Vice Chair
Kaati Tarr	<b>Online Board Members:</b>	
	Spencer Romney	

<b>Other Attendees:</b>		
Joey McNamee	Anneliese Booher	Brad Kendrick
Carrie Hackworth	Christa Warren	Jennifer Fay
Lenora Monge	Luke Rasmussen	Melissa Haslam
Pamela Park	Sara Neal	Tami Austin

<b>Other Virtual Attendees:</b>		
Brent Roberts (Help Desk)	Alexis Alires	Erin Rigby
Isaac Higham	Kathy Christiansen	Kim Welch
Kira Elmendorf	Rebecca Baker	Robin Chalhoub
Trudy Jorgensen-Price		

Anastasia Morgan, Board Chair, called the board meeting to order at 12:32 PM.

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**WELCOME – Joey McNamee, Library Director**

The meeting opened with thanks to everyone for attending, both in person and online, and appreciation for taking the time to participate. Recognition was also given to those who helped coordinate the logistics, including setting up the meeting space, arranging a backup room, and ensuring adequate notice was provided.

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**APPROVE MINUTES: April 27, 2026 – Anastasia Morgan, Board Chair**

Bill Scarber made a motion to approve the minutes from the April 27, 2026 Library Board Meeting. Ann Engar seconded the motion. The motion passed unanimously.

<b>Board Member:</b>	<b>Vote:</b>
Councilmember, Natalie Pinkney	N/A
Anastasia Morgan	Aye

Ann Engar	Aye
Bill Scarber	Aye
Jessica Strong	Aye
Kaati Tarr	Aye
Spencer Romney	Aye
Steve Sokol	N/A

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## **PUBLIC COMMENTS – Anastasia Morgan**

No public comments.

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## **CORRESPONDENCE – Joey McNamee**

A patron from Holladay shared that they checked out a radon detection kit and referred friends to the program. All were able to identify and address radon levels in their homes, contributing to a healthier living environment. While feedback often focuses on suggestions for improvement, stories like these highlight the real impact the library has on the community. Similar to the blood pressure kits that have helped patrons like the expectant mother mentioned in a previous meeting, these lending programs provide access to tools and resources that many may not otherwise be able to afford. The library is proud to serve the community in meaningful ways.

## **AGENDA ITEMS**

### **INTRODUCTION TO EARLY LEARNING – Tami Austin, Manager**

The Early Learning team consists of four staff members and operates around three core pillars: supporting branch librarians, serving the system, and engaging the community.

The team mentors and coaches branch librarians in delivering storytimes and creates storytime boxes — bins filled with books, flannels, puppets, and other resources — that help librarians prepare with minimal effort. These resources only need to be purchased once and benefit the entire system.

The team also manages and curates approximately 500 storytime backpacks that circulate to families for at-home storytimes, with each pack regularly maintained and cleaned between uses. The Big Play is a large program facilitated at the Viridian Event Center. It features toys and other activities in various stations. The approved budget allows the purchase of toys that give children the opportunity to play with items their families may not be able to afford. Virtual storytimes are held every Monday morning and Wednesday evening via Zoom, allowing families to participate from home with interactive activities like practicing writing with crayons.

Community engagement is a major focus. Through the Books for Babies program, approximately 8,000 books have been distributed to hospitals and partner organizations across the valley, ensuring newborns have a book from day one. Monthly storytimes are held at locations including Conservation Garden Park, the Nature Center at Tracy Aviary, and Wheeler Farm. A reading room at South Main Clinic, open Monday through Friday from 8 a.m. to 5 p.m., provides free books and stickers to children visiting the clinic.

Looking ahead, the team aims to establish reading rooms in all five WIC clinics within the service area and connect with Head Start programs and parenting classes to model early literacy skills: talk, sing, read, write, and play. A partnership with criminal justice services is already in place, and through the Life Long Learning's Read Together program, children can select a book to read with their incarcerated family member.

Early learning is a central part of the library's mission. Unlike elementary schools, there is no system-wide infrastructure for early childhood literacy coordination, and the library takes that role seriously. The focus is on engaging with material and making it accessible rather than reading every page or word. With commercial reading programs costing \$600 or more, the library's free resources are essential for many families.

Large-scale storytimes can draw up to 200 children and are held outdoors whenever possible, with staff using a speaker and microphone, reading one book, and leading the group in dancing, singing, and free play for about 25 minutes — sometimes with bubbles. These storytimes intentionally break the stereotype that a child's first library experience should be quiet, encouraging children to play, move around, and create joyful, lasting first impressions of what the library can be.

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### **BOARD MEMBER THANK YOU – Joey McNamee**

A moment was taken to acknowledge a departing board member who has resigned due to an out-of-state move and was unable to attend the meeting. Gratitude was expressed for their enthusiastic service and dedication to the board, and they will be greatly missed. Moving forward, the board will begin the recruitment process to fill the vacancy, with attention to ensuring balanced representation across all districts. As a large county, the goal is to cover as many areas as possible based on applicants. Best wishes were extended to the departing member on their next chapter.

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### **COLLECTION MANGEMENT POLICY – Christa Warren, Senior Manager**

The board reviewed the collection management policy, which directs how the library purchases materials and manages all collection-related decisions. Since the last revision, the team updated language throughout the policy, refined terminology, and reorganized sections for better flow.

The most significant addition is a new section addressing AI-generated materials. Rather than implementing a blanket prohibition, the policy takes the position that AI-generated content will be considered for the collection as long as it meets the existing quality standards outlined in the collection management policy. This approach was chosen for several reasons: a blanket ban could unintentionally exclude valuable materials, such as works by authors with disabilities who use assistive AI tools like text-to-speech; some formats, such as audiobooks, may only be available with AI-generated narration and still offer value to patrons; and the team wants to ensure the collection remains inclusive while maintaining quality.

The discussion highlighted real-world examples of why quality screening remains essential. A Michael Jackson biography was found to contain fabricated content and was returned. At a Hoopla conference, a case was shared where an author's output jumped from roughly six books per year to ninety, prompting quality and accuracy reviews. Self-published materials with AI-generated artwork sometimes contain obvious errors, such as inconsistent illustrations, reinforcing the need for quality checks.

A recommendation was raised about adding AI disclaimers so patrons can identify AI-generated content. The collection management committee has explored this idea but noted several challenges: AI involvement is not consistently recorded in MARC records or by publishers, and individually reviewing the thousands of titles acquired each year would require an impractical amount of staff time. For now, the team is prioritizing quality standards over labeling, recognizing that AI technology is evolving rapidly and any labeling approach would need frequent revision.

*Bill Scarber made a motion to approve the Collection Management Policy as written. Ann Engar seconded the motion. The motion passed unanimously.*

<b>Board Member:</b>	<b>Vote:</b>
Councilmember, Natalie Pinkney	N/A

Anastasia Morgan	Aye
Ann Engar	Aye
Bill Scarber	Aye
Jessica Strong	Aye
Kaati Tarr	Aye
Spencer Romney	Aye
Steve Sokol	N/A

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## PRIVACY NOTICE AND WEBSITE PRIVACY NOTICE – Christa Warren, Senior Manager

Matt McLain, Associate Director, has been spearheading the privacy notice effort for the system, and Christa shared some updates on the committee's progress. The Government Data Privacy Act (GDPA) requires that we have a privacy notice on our website, provide a notice to patrons whenever we collect personal information — such as signing up for a new library card — and only collect the minimum personal data necessary to accomplish a specified purpose.

As we collect data, we have to let everyone know when they get a card or sign up for specific events that we may be collecting personal information. We are collecting as minimally as possible and are internally reviewing what is truly necessary. The notice will share what information is required and the purpose behind it. We also have to let patrons know the consequences if they choose not to provide the data, which may mean limited services such as digital access or advance room bookings.

The notice must be placed in a prominent location. Some materials will include a QR code, and the notice will also be posted on library public notice boards. The website will have a [privacy notice](#) page with a notice explaining what information is collected, when we need certain information to serve patrons — like name and address — whether we are tracking information through technology, and what we intend to do with it, such as managing accounts or sending newsletters.

Staff training is also being developed to help maintain privacy. New hires will take the training, and it will evolve over the years. There is a lot of internal thought going into this, and that is much of what Matt has been working on. The training is expected to be about 30–60 minutes depending on the job title.

Regarding vendors, the web team is working on notices for third-party links so that patrons will know when they are leaving our site, such as going to Libby. Vendors are aware of GDPA, and privacy requirements have been added to the contract process. We negotiate a clause or standard addendum and are working to educate vendors and get those provisions into contracts. The recent legislative session moved that requirement to 2027, but we are already doing that work.

There was a discussion about the record series paragraph in the notice. The recommendation was to keep the language vague rather than naming a specific record series to allow flexibility in how record series are created, which will be reviewed by our attorney. We are beginning work on retention and reviewing everything we need to retain, with the goal of keeping things as minimally necessary for business purposes.

Thanks to everyone who has put a lot of work into this notice, including Christa, Matt, Anneliese Booher (District Attorney), and Carrie Hackworth (Fiscal Manager). While the privacy notice is different from a policy that the board approves, the board should be aware of it.

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## MID-YEAR BUDGET UPDATE – Brad Kendrick, Association Director

We are reaching the mid-year budget season and everything is looking pretty good. There are just a couple of changes being requested, all involving shifts of funds between capital projects. We are moving \$150,000 from the South Jordan HVAC project to the West Jordan HVAC project to cover an air handling unit. We are also moving \$25,000 from the library's parking lot slurry project to the Riverton parking lot project, where a drain in the parking lot needs to be replaced. The third shift moves \$35,000 from the Draper roof project to the Draper lighting project for a lighting controls module that needs to be

replaced alongside that work. There is also a technical adjustment to align the accounting for our IT conference — just a technical move between accounts.

Mid-year overhead charges are going to increase this year. There were additional legal and real estate costs that evolved with the budget, so the county is updating our overhead costs, which is how we pay for the services they provide. We are really pleased with the support we've gotten from the county for legal and real estate work — it has been meaningful as we move through processes like buying land and complying with GDPR.

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## **STAFF COMMITTEE STRUCTURE OVERVIEW – Jen Fay, Associate Director**

With over 500 staff and a lot of ground to cover, we formalized our committee structure years ago to eliminate duplication and improve communication. The process allows us to accomplish an amazing amount of work. The structure is built around a few steering committees that serve as communication hubs — such as ABC (Accessibility and Belonging), Circulation, Collection Management, and Reference — with smaller workgroups underneath that handle more of the business actions. An internal staff portal allows everyone to see what each committee is working on, view meeting minutes, and get into the actual projects. In order for all of these groups to work, they have to operate within the framework and understand how the reporting structure informs leadership about what is being done. We have also identified liaisons who sit on committees to bridge areas — for example, a Web team member works with Collection Management to determine if something needs to happen on the website.

As we deal with different initiatives, we set up task forces that support the strategic plan, funneling them into the existing committee structure while staying agile as needed. Each task force includes front-line branch staff to ensure a variety of input. We also hold position-based system meetings, including short conversations on Mondays about random topics that create a doorway of access and allow information to flow from top to bottom. Meetings, such as the Library School Peer Support Group, reinforce a culture of support that permeates the entire system.

Our system's success increases when people benefit from being part of a large system rather than operating as islands. We have centralized marketing and programming teams that help branches maintain consistency in programs, services, and experience from location to location. That networking and cross-collaboration is something you don't always see at large institutions. We re-up for all committees every year, with each person taking on only one or two groups. Once everyone is settled, we hold meetings about expectations and how to run great meetings, and at the end of the year committees report out and provide goals for the next year. It is always mind-boggling at the roundup to see all the work that has been accomplished. When something lands in our lap, it goes through the committee structure and there is a network of people prepared to help. This structure can be a lot of work, but feels like an investment — it provides career development and helps people continue to grow.

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## **CONSTRUCTION UPDATE – Joey McNamee**

Projects are moving along, and we are excited. We strive to have spaces that are functional and safely maintained.

### **West Valley**

We have selected Method Studios as our partner for the West Valley project. We are ready to move forward and want to make sure we get going with community engagement as we design a new building.

### **Midvale**

The RFP for the Midvale branch has generated a lot of interest. Architects are calling the Midvale branch, and those inquiries are being routed to the correct people at County Contracts and Procurement. We are so grateful for their work and their commitment to transparency and fairness, which helps us stay in line.

### **Operations building**

We are still underway with cost projecting. The next phase is to issue an RFP for a contractor, and we are on track for late

2027. The building will be located in Midvale, close to the new county building (the Coliseum), just a few blocks away. It is centrally located with access to many county departments. Being in the middle of our system is going to be so beneficial.

**Whitmore**

A water leak occurred on the garden level. There are a few places in our system that are on borrowed time, and Whitmore is one of them. It should hold until Fall 2027, when the Operations building is completed and we can shift our focus to replacing Whitmore.

**Sandy**

A leak resulted in this board meeting being moved. A fix is in progress.

**STAFF REPORTS**

**DIRECTOR'S REPORT – Joey McNamee**

The Community Writing Center at Salt Lake Community College is undergoing a transition, as SLCC has decided to discontinue its investment in the program. The Writing Center has had a significant impact on the community, and its leadership reached out to the county library to explore how portions of the program could continue. The program will transition to a new nonprofit, and certain youth writing activities and other services already held at the library will be absorbed into the Lifelong Learning team. While it is bittersweet to see the program leave its current form, the library is honored to have been approached and is committed to keeping the mission alive. Plans are in place to ensure the library can effectively absorb the new responsibilities and help the program thrive in its next chapter.

Additionally, West Jordan manager, Vern Waters, was recognized for receiving the ULA President's Award. He was previously featured in the Sunday Punday segment presented at a prior board meeting.

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**MARKETING UPDATE – Sara Neal, Manager**

Several upcoming events were highlighted. The America250 initiative, a county-wide program theme of *honoring our past, feeding our future*, is currently featured with a Canstruction display in the West Jordan branch. The official kick-off is June 5 during the First Friday Concert, with activities and a speaker preceding the concert at 8 p.m. and WWII-era swing music.

The Taylorsville branch will reopen with a soft opening on June 1, followed by a grand opening on June 10. Board members can expect an email invitation to the grand opening event.

Summer Reading, the largest program in the system, kicks off on May 29 with events hosted at the Bingham Creek, Holladay, and Magna branches. Those unable to attend the kick-off are encouraged to visit any branch to pick up a reading record and work toward earning a free book. This year's theme is *Unearth a Story* with an archaeological focus.

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**WRAP UP – Anastasia Morgan**

*Jessica Strong made a motion to close the Salt Lake County Library Board Meeting. Bill Scarber seconded the motion. The motion passed unanimously.*

<b>Board Member:</b>	<b>Vote:</b>
Councilmember, Natalie Pinkney	N/A

Anastasia Morgan	Aye
Ann Engar	Aye
Bill Scarber	Aye
Jessica Strong	Aye
Kaati Tarr	Aye
Spencer Romney	Aye
Steve Sokol	N/A

The meeting ended at 1:48 PM.