

SALT LAKE COUNTY LIBRARY BOARD OF DIRECTORS

DRAFT MINUTES UNTIL APPROVED

JUNE 23, 2025 – MAGNA BRANCH

Board Attendees:	Board Attendees:	Virtual Board Attendees:
Spencer Romney, Chair	Ann Engar	Councilmember, Natalie Pinkney
Kaati Tarr	Steven Sokol	Anastasia Morgan, Vice Chair (until 1:15 pm)
William (Bill) Scarber		Jessica Strong
		Lindsay Vargo

Other Attendees:		
Joey McNamee	Annaliese Booher	Brad Kendrick
Christa Warren	Dolly Rauh	Emily Bullough
Jené Mortensen	Jennifer Fay	Leslie Webster
Matt McLain	Megan Smith	Melissa Haslam
Melissa Wayman	Pamela Park	Sara Neal

Other Virtual Attendees:		
Robin Chalhoub	Brent Roberts (Help Desk)	Carrie Hackworth
Erin Rigby	Isaac Higham	Joel Poppleton
Josh Walters	Kathy Christiansen	Maggie Mills

Spencer Romney, Board Chair, called the board meeting to order at 12:31 PM

WELCOME – Joey McNamee, Library Director

Welcome, everyone! We're glad to have you here today after our new board member orientation in May, which was a great reminder of the basics.

A special thank you to Melissa Wayman and the Magna team for hosting us and setting up the room, and to Emily Bullough and Melissa Haslam for organizing today's meeting.

APPROVE MINUTES: APRIL 28, 2025 – Spencer Romney, Board Chair

Bill Scarber made a motion to approve the minutes from the April 28, 2025 Library Board Meetings. Kaati Tarr seconded the motion. The motion passed unanimously.

Board Member:	Vote:
Councilmember, Natalie Pinkney	Aye
Anastasia Morgan	Aye
Ann Engar	Aye
Bill Scarber	Aye
Jessica Strong	Aye
Kaati Tarr	Aye
Lindsay Vargo	Aye
Spencer Romney	Aye
Steve Sokol	Aye

PUBLIC COMMENTS – Spencer Romney

No Comments.

CORRESPONDENCE – Spencer Romney

We want to highlight the different types of correspondence we've received recently:

- **Branch Survey QR Codes:** Patrons have shared their thoughts through QR code surveys. Most feedback is positive—such as appreciation for library cards for children and friendly staff—while some comments offer suggestions, like requests for cozier spaces or feedback on branch size.
- **Concerns About Summer Reading Theme:** We've received gratitude for Pride displays and some patrons expressed that the "*Color Our World*" summer reading theme feels too closely associated with Pride. The theme is part of a nationwide event planned years in advance, and both Summer Reading and Pride begin in June. Patrons might reach out to the board about this concern. A variety of displays are visible in the branches, including upcoming patriotic themes and Utah history in July.
- **Direct Contacts to the Mayor's Office:** A patron contacted the Mayor's Office to complain about leaf blowers at the Sandy branch.
- **Library of Things:** We received a positive story about blood pressure cuffs available at the library, with a patron sharing that this resource helped save a life.
- **Board Member Interactions:** There was also positive feedback from the Mayor of Holladay about the Moon Tree project and the staff involved.

AGENDA ITEMS

INTRODUCTION TO THE MAGNA BRANCH – Melissa Wayman, Branch Manager

The Magna Branch is a hub for creativity and connection in our community, and we're proud of the partnerships we've built. We helped found the Magna United Coalition in 2019 and remain active members. Along with the Magna Arts Council and other partners, we bring a variety of creative and artistic programs to our branch. Some highlights include our monthly Open Mic Night, Arts Night Out, and our popular sound studio.

COVID was difficult for the branch. Since then, we've made several upgrades, including new carpet, bathrooms, and lighting, which have allowed us to offer even more programs. In April, our circulation increased by 11%, and we welcomed over 10,000 visitors. Since January, we've signed up more than 500 new library cardholders.

During the tour, you'll see our new art installation by a community member, *Feel Good Color*, which ties in with our Summer Reading program of *Color Our World*. We're excited to share this burst of color with you today. Although our building is about 14 years old, it remains well-used and well-loved by the community.

STAFF UPDATES – Joey McNamee

We have several staffing changes to announce:

- **Leslie Webster**, our Associate Director of Administrative Services, will be leaving before the end of the year. Fortunately, we were able to hire her replacement in advance so they can train together. **Brad Kendrick** will be stepping into the role, with a start date of July 7. Brad is excited to join the team and looks forward to working with everyone. Leslie will remain with us for a few more meetings to help with the transition.
- Changes are also happening in the District Attorney's office. **Megan Smith** will be leaving at the end of this week. She has been with us since April Fool's Day 2003, and full-time since 2005. She has provided invaluable support, especially with Data Governance compliance, and we are grateful for her contributions.
- **Annaliese Booher** will be our new District Attorney representative. She brings a wealth of experience in procurement, open meetings, and litigation. She has worked with a federal judge and has been with the county for a year. Some of you may have already met her, and we look forward to working with her in this new capacity.

Thank you to everyone for your flexibility during these transitions.

INTERNET ACCESS POLICY – Matt McLain, Associate Director of Community Engagement

The Library Board was asked to reapprove the Internet Access and Computer Use Policy. This policy outlines the guidelines for patron access to computers and the internet within our branches. It is subject to mandatory renewal every three years and, once approved by the board, is also submitted to the state for compliance purposes.

Bill Scarber moved to approve the Internet Access Policy as written. Ann Engar seconded the motion. The motion passed unanimously.

Board Member:	Vote:
Councilmember, Natalie Pinkney	Aye
Anastasia Morgan	Aye
Ann Engar	Aye

Bill Scarber	Aye
Jessica Strong	Aye
Kaati Tarr	Aye
Lindsay Vargo	Aye
Spencer Romney	Aye
Steve Sokol	Aye

LIBRARY BORROWING POLICY – Christa Warren, Senior Manager of Collections

The Library Borrowing Policy has been updated to better reflect current library services and terminology. Key changes include:

- **Policy Name Change:** The policy is now titled "Library Borrowing Policy" to more accurately describe its purpose and avoid confusion with the term "privileges."
- **Updated Language:** Terms have been revised for clarity and consistency, such as changing "child" to "juvenile" to align with language used in our integrated library system.
- **Expanded Coverage:** The policy now includes new sections addressing lost cards, trespass or behavior-related restrictions, and suspended card status.

Kaati Tarr moved to approve the Library Borrowing Policy as written. Ann Engar seconded the motion. The motion passed unanimously.

Board Member:	Vote:
Councilmember, Natalie Pinkney	Aye
Anastasia Morgan	Aye
Ann Engar	Aye
Bill Scarber	Aye
Jessica Strong	Aye
Kaati Tarr	Aye
Lindsay Vargo	Aye
Spencer Romney	Aye
Steve Sokol	Aye

ETHICS TRAINING – Dolly Rauh, Librarian

- <https://360.articulate.com/review/content/0549be9d-7863-43eb-b4e7-9ca359b5db6d/review>

Board members were given a brief overview of the library's ethics training, which all staff are required to complete as part of their onboarding. The training is designed to reinforce the core values and ethical standards that guide both staff and board members in their daily work.

Key principles highlighted include the importance of privacy and confidentiality—ensuring that all patron records and interactions are protected—as well as a commitment to equal and equitable access to library services for everyone. Intellectual freedom is another central value, with the library dedicated to providing access to information from all points of view and supporting patrons' rights to seek information without censorship or restriction.

Staff are encouraged to consider the impact of their actions by asking, "What if everybody did it?"—a guiding question that underscores the collective responsibility to uphold these ethical standards. These principles apply to all staff,

whether public-facing or behind the scenes, and are essential for maintaining trust, a welcoming environment, and robust, diverse library services for the entire community.

STAFF REPORTS

DIRECTOR – Joey McNamee

Library Staff Achievements and News:

The library had several outstanding staff achievements this month. **Sarah Brinkeroff** (Draper branch Manager) received an outreach award for her leadership in assembling kits for individuals with intellectual abilities, making a significant impact across the system. Congratulations also to **Rikki Carter** (Assistant Collection and Resource Manager) and **Erin Warnick** (Substitute Librarian) for their involvement with the Mountain Plains Library Association (MPLA), representing our library at a regional level.

We want to acknowledge the departure of **Elliot Fenech**, our Senior IT Manager, who has accepted an exciting new opportunity elsewhere. A search for his replacement will begin soon and will keep you updated on our progress.

Mayor Wilson's Book Club:

In terms of community engagement, Mayor Wilson has an upcoming book club featuring a documentary on the life of Harvey Milk, with the film's director in attendance. We will continue to provide updates as new events arise.

Building Updates:

Progress continues on the new center for Collection & Resources Services (CRS) and Community Engagement. We are currently in the process of selecting an architect and are working closely with the county procurement team to ensure a fair, merit-based selection.

We continue to move forward on a new branch in Midvale. With your approval, we have moved forward with the process to make an offer and are actively negotiating with the seller.

Additionally, the West Valley project is advancing as we evaluate the site, with more updates expected in the fall.

GOVERNMENT DATA PRIVACY ACT – Matt McLain

Matt McLain is stepping in for Elliot Fenech and the Data Governance Committee remains committed to upholding privacy as a core library value. We are actively reviewing what personal data we collect—such as names, contact information, and minimal website tracking—and ensuring that our practices align with both ethical standards and state law.

A new privacy policy, drafted by District Attorney, Megan Smith, is moving through the approval process. It will be presented to the Technology Advisory Board and, if approved, could be adopted by the County Council later this year. Our approach is to keep our obligations as close as possible to state requirements, and we are prepared to request waivers or extensions when needed. Implementation is expected to be a long-term process, potentially spanning a decade, but we are committed to making thoughtful, incremental progress.

Key next steps include finalizing and distributing privacy notices, mapping the flow of data within the library and to vendors, and ensuring all staff receive appropriate training. We are also working on contract addendums to ensure vendors handle data with the same care we do. While deadlines are ambitious and the workload is significant, the library is in a strong position compared to many other county departments. We are gathering the necessary information for state privacy audits and adapting as new legislation emerges.

Overall, the library is on course with its data governance initiatives to ensure compliance and protect patron privacy for years to come. Thank you to all staff and partners for their flexibility and dedication as we navigate these important changes.

FINANCE AND OPERATIONS – Leslie Webster

As we reach the midpoint of the year, the library’s finances remain strong. Year-to-date expenses are under budget in all categories, with no current concerns about overspending. On the revenue side, we’re seeing positive trends: while most tax revenue is expected in November, other income streams—such as fines, fees, and rental income—are performing well above expectations. Interest income has also exceeded projections, further strengthening our financial position.

Capital maintenance projects are progressing as planned, with some costs expected to carry over into next year, which is typical for projects of this size. Notably, the CRS building project has advanced: the building has been purchased, security upgrades are complete, and architectural design work will begin soon. To date, this is the only capital project with incurred expenses.

Looking ahead, we are developing a 25-year long-range financial plan to help forecast future tax needs and funding for new construction. This evolving plan will guide decisions on debt, operations, and potential service expansions, such as adding Sunday hours (currently projected for 2027). We are also exploring new funding options, like market tax credits, to maximize savings for the county.

Thank you for your continued support as we work to ensure the library’s long-term sustainability and excellent service to our community.

WRAP UP AND TOUR – Spencer Romney

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

Board Member:	Vote:
Councilmember, Natalie Pinkney	Aye
Anastasia Morgan	N/A
Ann Engar	Aye
Bill Scarber	Aye
Jessica Strong	Aye
Kaati Tarr	Aye
Lindsay Vargo	Aye
Spencer Romney	Aye
Steve Sokol	Aye

The meeting ended at 1:50 PM. Melissa Wayman took interested members on a tour of the facility.