

Salt Lake County Library Board of Directors
January 23, 2023
Approved by the Library Board February 27, 2023

Attending: Hollie Pettersson, Vice Chair; Kristin Covili, Suzanne Harrison, Sandra Osborn, Kaati Tarr, Nancy Thorne

Excused: William (Bill) Scarber, Chair; Chelsea Lindbeck

Others: Jim Cooper, Lyndi Buehler, Robin Chalhoub, Shaun Dimick, Melissa Haslam, Susanne Jones, Matt McLain, Sara Neal, Kara Pearson, Erin Sanderson, Russ Snow, Leslie Webster, Steve Van Maren (member of the public)

By Webex: Liz Anguiano, Sarah Brinkerhoff, Kira Elmendorf, Grace Hanley, Jared Hastings, Maggie Mills, Trudy Jorgensen-Price, Joey McNamee, Dianne Orcott, Stephanie Tilt

Hollie Pettersson called the meeting to order at 12:34 PM.

Welcome - Jim Cooper, Library Director

Leslie Webster gave a quick welcome to everyone visiting the Facilities Operation building. More information about the building will be given later in the meeting.

Correspondence -

Nothing at this time.

Public comments -

Nothing at this time.

NEW BUSINESS

Introduction of Suzanne Harrison, County Council Member & Library Board Appointee

Our new county council representative, Suzanne Harrison, was on-boarded prior to the meeting. Suzanne thanked the Leadership Team for the orientation. Suzanne commented on recently visiting the jail and wanted to thank everyone for their service.

Kaati Tarr Arrived at 12:39 PM

Conflict of Interest Forms

Conflict of Interest Forms are due. They are only necessary if you have a conflict and they no longer need to be notarized. A conflict of interest example may include if you were an ice skating coach and you reserve the room at the rec center. Fill out the form to avoid problems such as preferential treatment.

Approve Minutes from the December 12, 2022 Board Meeting

Kristin Covili made a motion to approve the minutes from the December 12, 2022 Library Board Meeting. Sandra Osborn seconded the motion. The motion passed unanimously.

Kristin Covili - aye
Suzanne Harrison - aye
Sandra Osborn - aye
Hollie Pettersson - aye
Kaati Tarr - aye
Nancy Thorne - aye

Thank you to Board Members Kristin Covili and Chelsea Lindbeck

We would like to thank board members, Kristin Covili and Chelsea Lindbeck for their service. They stayed longer than their terms. Kristin was especially instrumental in helping us with the Granite branch and wanted to be around for the opening. We will truly miss their service and they are still welcome to attend the meetings. Chelsea could not attend the meeting and will receive recognition in February.

Update on Board Recruitment

We interviewed a few candidates and picked our three choices. The recommendations will go to the Mayor's Office with supportive documentation. The mayor will then present the choices to the County Council for final approval. We hope to have three new members at our next meeting in February.

OLD BUSINESS

Facilities Operation Center Information and Tour – Shaun Dimick, Facilities Manager and Leslie Webster, Associate Director of Administrative Services

Our Library Facilities Department moved into a new home a few years ago, providing them with plenty of office space plus an attached warehouse with workspace and room for storing specialized equipment. Their building is also considered an operation center if the library sees an additional housing need. They are located in the southwest part of Salt Lake County in West Jordan.

Facility staff work in trades such as plumbers, irrigation specialists, and ground takers. The Facilities team has a great woodworking shop—they specialize in desks and shelving end panels. Even the Salt Lake City Library wants to partner with them to complete some of their woodworking needs.

Our Facilities team works with County Facilities as necessary, mostly for HVAC maintenance requests. Facilities has also been known to help County Facilities if a need arises. For example, they remove snow for the Draper Senior Center and the Library receives a reimbursement for that service.

The Facilities building houses a large book sale program. This program started after watching half a dozen individuals go to branch book sales, scan every book, not allow other patrons access, and make a mess. Most importantly, some of them were making money that the library would rather go back to the taxpayers.

The book sale process was modeled after the City Library and it is utilized when an item is no longer circulating. First, it is determined if the book may be used internally for branch programming or Summer Reading. Then it is reviewed to see if other library-supported locations have a need, such as the jail or the South Main Clinic. Once those options are excluded, the item is scanned to see if it can be sold on Amazon. Items that are not sold on Amazon go to the branch book sale or to Thrift Books, who use various resources to sell or recycle the leftover books.

In the last year, staff have gone through almost 4,000 boxes. A box averages about 35 items for a total of 140,000 materials reviewed. About 3,700 items have been sold on Amazon for an average price of \$9.62, which is more than the few dollars received at the branch book sale. Some items have sold for more than \$100. Occasionally, these higher items are donations from an older book collection. The total profit from Amazon is about \$60,000 in net profit excluding counting the cost of labor and postage. Revenue from Thrift Books has totaled around \$2,200.

The staff is currently down five positions and a project coordinator. Trade positions are difficult to fill at this time but Human Resources is working with tech and trade schools to ease the burden. Most minor infractions on a background check will not affect an individual's ability to do the job. Tuition reimbursement is available for some of the trade positions. Human Resources would love to hear more about contacts anyone has for people who are learning trades and are looking for a position.

The tour of the operation center started at 12:40 PM.

Introductions of the Library Board, staff and supporting positions took place after the tour ended.

Collections Update – Christa Warren, Senior Manager of Collections

Christa introduced Lyndi Beuhler and Kara Pearson, acquisition librarians in Technical Services. Lyndi and Kara will be promoting two of the library resources found [here](#).

Fiero Code:

Lyndi presented on Fiero Code. You do need to sign up with a user name and a password, but it does not require a library card. As a quick overview, you will find a navigation bar at the top with Workouts, Missions, and Challenges. It is geared to ages 8-18, but adults love it too.

Workouts will allow you to choose your coding preference such as HTML, CSS, SQL, and Raspberry Pi. Workouts are designed like regular online classes and may include videos. There are different levels to accomplish within a Workout.

Missions allow you to learn in a slightly more interactive format. Some of the missions allow you to submit your work to a code challenge. This may be used within library coding clubs.

Challenges only happen four times a year. They include hack-a-thons against others. Since you are only allowed to play with those in your coding club, it is a safer online option. Prizes, such as robots, may be won.

A quick start guide for Fiero Code may be available in the future. Fiero Code just rolled out to our system. We are still working on having it available to our Clark Planetarium and Natural History Museum partners. Other program ideas for the future include Stem Fest, Summer Reading and to those who home school.

Library of Things:

Kara presented on a Winter Nature Kit from our Library of Things collection. The kits originally started as a grant, but it evolved as the library wished to continue the program. The winter kit includes winter themed books, and activities such as how to measure snow, snow painting, a snowball maker and a star chart.

You may learn more about these kits at the [Library of Things](#) website. At the top of that link, there is an option to change the language to Spanish.

2022 Accomplishments/Recap and 2023 Goals Discussion – Jim Cooper, Director

2022 Recap:

The recent tax adjustment was the first time the library stood alone in a request. We had to develop all the marketing and talking points about why we were deserving of this increase. Many discussions happened to see this follow through and granted. We would like to thank all of those who came and supported the library during the process.

With the approved increase, we can pay for the 4% salary adjustment and retention bonus. During the last year, we have also seen an increase in our gate count, which fell during the pandemic. The library showed resiliency by creating online programs and then reopening quickly, all while providing a safe environment.

We opened two new buildings in 2022, Daybreak and Granite. Daybreak is on track to be certified net zero and is close to the new Bee's stadium location. We will work with the Larry Miller Group to coordinate activities with the team. Granite also received an Award of Merit for Cultural/Worship. System wide events, such as the Yule Ball and OWL Camp continue to be successful.

The library received 22 intellectual freedom challenges this year. The challenges include displays and other materials, but none of them made it to the library board in 2022. We created guidelines to defend future challenges.

Our Library System has once again placed in the top workplaces in Utah. We are embracing our vision to continue doing a great job!

2023 Goals:

Our first goal is to replace our three library board vacancies. We had great applications and will have some great new members soon. We are excited to have council representative, Suzanne Harrison, added to the board. We will continue to work on a recruitment process that will allow equitable access across the system.

The tax increase allows for designing and remodeling our buildings. On the radar is replacing the West Valley, Tyler and Whitmore buildings and remodel the Sandy Library. First on the table is trying to move the WVA library to the Redwood Road facility on 3100 south in a combined recreation and library location. Then replace Tyler, which will include Technical Services, and the Whitmore branch. The Sandy branch will then be up for a remodel.

Jail services will continue. The Sheriff has always supported us with the small branch there. We pay \$650,000 to provide services. The sheriff reimburses \$120,000. Our goal is to have a 50/50 split. This year we will be looking more intentionally at different types of awards given to services such as transitioning from incarceration to being a successful citizen.

We will be rolling out a new Professional Ethics training this year for all staff. It is an overview of the basic core values of libraries.

We have a great partnership with the Mayor, who is very supportive. State of the County address is tonight. This will be delivered at Viridian instead of the Council Chambers. Books have been purchased to make it a reading event in conjunction with the NBA All Star Game. It is a great collaboration.

STAFF REPORTS

Statistical Report – Jim Cooper, Library Director

Jim provided year-end data as well as statistics for individual branches. These statistics included key indicators, gate count, programs, meeting room reservations, bandwidth and more. Kaati mentioned that on the last late open because of snow, some patrons were waiting for the opening, unaware of the situation. We are working on coming up with better communication options for the future.

Marketing Update – Sara Neal, Marketing Manager

The Winter Reading Program started in January to promote the All Star Game with the NBA. Patrons can enter to win Jazz tickets. Everything is fun and basketball themed. It goes to All Star Game in February. There is a Meet and Greet, which includes our Library Mascot, Owlexander. We have already seen an increase over last year's Winter Reading program.

The Valentine's dance is at Viridian in February, OWL Camp registration is in March and over the weekend was Teen Winter Ball. We are excited to have programs for all ages all year.

We have a program series for Civic Engagement hosted in an online lecture format. Branches may support this with additional programs and displays. Topics include air quality, fire, water,

and being a neighbor. Human Trafficking was highlighted last week. March will continue the political theme on how to promote change and be involved. Sandra knows people who feel powerless and do not understand how they can help and make a difference. They can get involved in various ways, including the Read and Sit In at the Capitol. The library social media is engaging with prompts for interaction. Sandra also loves the library checkout receipts show how much money you are saving by checking out books.

Finance & Operations Update – Leslie Webster, Associate Director of Administrative Services

Leslie presented the approved 2023-operating budget. Next month we will give an update for 2022 and how we did. We will talk about capital projects that were put on hold while waiting for the tax increase. We will delve more deeply into the budget as we go on throughout the year.

Personnel Report – Pamela Park, Human Resource Manager

Active Library Employees: 558
Full-Time Merit Staff: 282
Part-Time (30 hour) Merit Staff: 77
Part-Time (20 hour) Merit Staff: 115
Substitute Staff: 84
Vacancies: 14

Final Comments

All are welcome to join the Mayor's State of the County address held that night at the Viridian Event Center.

The meeting was adjourned by Hollie Pettersson at 2:15 PM.