

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: December 3, 2019

Board Members

In Attendance: Diana Allison
Sandra Crosland
Jim Harvey
Kathleen Jensen
Cynthia Mattson
Reed Spencer

Board Members

Excused: Spencer Stokes

Others in

Attendance: Lynnda Wangsgard, Library Director
Phoebe Carter, Assistant Library Director
Bryan Baron, Deputy Weber County Attorney
Evelyn Bertilson, Friends of the Library
Margaret Rostkowski, Weber Reads Community Coordinator

Allison called the meeting to order at 5:00 p.m.

Public Comments:

There were no public comments.

Approval of October 1, 2019, Meeting Minutes:

Allison asked for a motion to approve the October 1, 2019, minutes. Crosland so moved, Jensen seconded the motion, and all voted in affirmative. Note: the November 5, 2019 Board meeting was canceled.

Commissioner's Report:

Harvey reported on a successful budget experience, noting the County is growing and elected officials planned ahead by putting money away for future projects. They also took action to stabilize funds that were dipping. The County Comptroller does not see a need for a tax increase for five years, except for a shift in the unincorporated area where changes are being made in the Municipal Services Fund. An adjusted tax rate for the Library was discussed and it was determined

that something will have to be done in the next several years as public use of the facilities and services continues to grow. Commissioners and others are committed to keeping the Library on strong financial footing. The County Comptroller has indicated the Fund is stable for the foreseeable future.

Director’s Report:

Wangsgard reported on October output measures, noting almost 200,000 items were borrowed/used during the month. Transfers among line items were to be made before year end to bring all expenditures within budget parameters. The year will be completed with a significant surplus available to reallocate to the Library Fund Balance.

Performance reviews were underway with a goal of completion within the next two weeks. A year end general staff meeting was scheduled for 8 a.m., December 17, at the Southwest Branch. The agenda will include a summary of the year’s major accomplishments and goals for 2020. Board members were invited to attend and address the group, if available.

A Winter Fest celebration was scheduled for the Main Library from 1-4 p.m., December 24th. Food, music, warm hats, scarves, and socks will be distributed. This is a 30 year tradition.

The 2020 hours of operation and holiday schedule was distributed. No changes were recommended.

<u>Holiday</u>	<u>Date</u>	<u>Open/Closed</u>
New Year’s Day	Wednesday, January 1	Closed*
Martin Luther King Jr. Day	Monday, January 20	Open
President’s Day	Monday, February 17	Open
Memorial Day	Monday, May 25	Closed
Independence Day	Saturday, July 4	Closed
	Friday, July 3	Open
Pioneer Day	Friday, July 24	Closed
Labor Day	Monday, September 7	Closed
Columbus Day	Monday, October 12	Open
Veteran’s Day	Wednesday, November 11	Closed**
	Staff Development Day Training	
Thanksgiving Day	Thursday, November 26	Closed
	Friday, November 27	Open***
Christmas Day	Friday, December 25	Closed*

* Libraries will close at 5 p.m. on Christmas Eve and New Year’s Eve

** All employees will be scheduled for training from 12-9 p.m. on Staff Development Day. Training will be held at the Headquarters Library.

*** November 27 holiday will be considered a personal preference day. This administrative leave may be scheduled with a supervisor November 20 – December 10, 2019, as would any other time away.

A letter written in response to public comments made by Rebekka Jackson during the October Board meeting was reviewed and approved.

Update on Ogden Valley Branch Improvements:

Work was slowing at the Ogden Valley Branch due to inclement weather. All the concrete was in place and the uprights were installed for the outdoor education center. The contractor was waiting for a shipment of steel to complete the deck. Except for interactive tiles for the children's room, all work on the interior of the Branch was complete.

2020 Tentative Budget:

Wangsgard followed up on Harvey's budget overview, providing details of the approved Library Budget for FY 2020. Notable increases were budgeted for employee salaries, wages and benefits, and for books and materials. The books and materials increase will provide the funding needed to keep pace with information available in new formats and for streaming services.

Weber Reads Overview with Margaret Rostkowski:

Rostkowski introduced the 2019-2020 Weber Reads theme: Water. Nineteen lesson plans, written by seven dedicated teachers, for elementary, junior high, and high school students had been packaged, along with age-appropriate reading materials and delivered to every school in Weber County. The books were selected by Carter and Rostkowski and packaged by the Library Production Services team. Rostkowski introduced several of the books including, *Drowned City: Hurricane Katrina & New Orleans*, written and illustrated by Don Brown. *Drowned City* is an excellent example of a graphic novel that brings a true story to life with depth and sophistication for teenage readers.

Rostkowski thanked Weber County Commissioners for sponsoring Weber Reads under the umbrella of the Library System.

Allison thanked Rostkowski for her presentation and for her work in coordinating Weber Reads throughout the County.


Year-End Summary and Acknowledgements:

Wangsgard thanked Board members, Friends, and legal counsel for providing the support and structure necessary for Library operations throughout the year.

Other:

There being no further business, Spencer moved the meeting be adjourned at 6:05 p.m. Jensen seconded the motion. All voted in the affirmative.

Respectfully submitted:


Julia Valle


Date