

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: June 5, 2018

Board Members

In Attendance: Diana Allison
Jim Harvey
Brent Innes
Judith Jones
Cynthia Mattson
Spencer Stokes

Board Members

Excused: Kathleen Jensen

Others in

Attendance: Lynnda Wangsgard, Library Director
Phoebe Carter, Assistant Library Director
Julia Valle, Business Office Manager
Bryan Baron, Deputy County Attorney
Marcia Harris, Development Board

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

Public Comments:

There were no public comments.

Approval of Minutes:

In place of the April and May Board meetings, tours of the Main Library (April 3) and North Branch (May 2) allowed Board members to review progress on these two building projects. No business was conducted and meeting minutes were not kept. As a result, the March meeting minutes were held for review during the June 5 meeting.

Innes moved approval of the March 6, 2018, meeting minutes. Jones seconded the motion. Allison asked if there were comments or corrections. There being none, Allison called for a vote. All voted in the affirmative.

Commissioner's Report:

Harvey reported that Commissioner Gibson had resigned his position and a replacement will be named within two or three weeks. He also noted that Stokes had been appointed Co-chair of the Transcontinental Railroad Sesquicentennial to be celebrated May 10, 2019.

He asked if Board members had any questions for him. There were none.

Director's Report:

The financial report indicated revenue was on target to reach expected projections for the 2018 fiscal year. Expenditures were under budget across the board in personnel, but not all positions needed to accommodate opening the Main Library and North Branch had yet been filled. The spending lag reflected, in part, the difficulty in finding qualified applicants. Wangsgard noted there was a need to complete the year with a surplus in the "salaries and wages" line item in order to preserve the fund balance. The fund balance is a savings account of sorts that is being used to fuel the operating budget as increases in demands for library services outstrip revenue growth. This process was an agreed upon procedure with County funding authorities as the capital plan was put into action.

"Equipment maintenance" and "building maintenance" line items were trending ahead of projections. Funding for other line items may need to be transferred to these areas to complete the year. The "building improvements" line item reflected a large encumbrance to address the damage done by a cyclone during 2016, but was not beyond budget parameters. The "books and materials" line item was encumbered on large purchase orders. All other expenditures were within expected parameters or were beginning to show a surplus, however that trend will change when the Main Library and North Branch reopen.

Wangsgard called for questions. There were none.

Carter presented the activities report, focusing on usage at the Main Library during its first period of operation, April 4-30. A total of 37,857 items were borrowed; 989 library cards were renewed and/or issued; and 30,745 visits, an average of 1,337 per day, were recorded. Carter noted usage had not reached the level seen before the facility was closed for renovation, but each week there was a noticeable increase in activity.

Mattson inquired concerning how the number of visits were gathered.

Wangsgard stated that RFID sensors record each individual as they enter. While it counts every person that comes through the door, even if they have been in the facility earlier, it also misses counting patrons who carry children past the sensor, for example. The numbers are relative but tend to be very accurate when compared with verification counts done with clickers.

Just under 300 children had registered for the America Reads summer tutoring at Main and 2,300 children had already registered System-wide for the Summer Reading program. Weber Reads outreach programs were geared up for presentations at Lester, JC, and Lorin Farr Parks where they piggy back on the free lunch program. Weber Reads in the Parks engages children in reading, storytelling, and crafts. Each child receives a coloring book based on the Weber Reads theme – Transcontinental Railroad for 2018 – and their own box of crayons. Weber Reads in the Parks is sponsored, in part, by the Ralph Nye Foundation.

North Branch Progress Report and Grand Reopening Plan

Harris reported on plans she had been coordinating for the North Branch Reopening, scheduled for June 23rd. She had been coordinating work with Evelyn Bertilson, Kathy Gambles, and community members to arrange for the event.

Harvey thought it appropriate to add an acknowledgment of those who were influential in bringing the project to completion, including former Commissioner Jan Zogmaister.

Stokes agreed, noting it was an epoch closing of projects that may never be duplicated again. All those who played a key role should be recognized.

Allison noted that thinking the Branch was going to open earlier in the month, she had accepted an out-of-town commitment on the 23rd. Other Board members also noted they would be away.

Wangsgard wondered if former Board Chair, Scott Spencer, should be invited to welcome the crowd.

After discussion, the following draft program was established.

GRAND REOPENING:

NORTH BRANCH LIBRARY

Saturday, June 23, 2018

Welcome, Remarks & Ribbon Cutting

12:00 – 12:45 p.m.

12:00 p.m. Welcome by Scott Spencer, Representing Library Board of Trustees (North Plaza)
Recognitions, Acknowledgements, Remarks by Commissioner Harvey
Ribbon Cutting

Open House

1:00 – 5:00 p.m.

1:00-1:45	Tours by Architect, Contractor, and Others	(Meet 2 nd Floor South)
1:00-5:00	Weber Reads with Margaret Rostkowski	(2 nd Floor the Third Place)
1:30-2:30	Piano Music by Students of Dana Gossner	(1 st Floor Activity Center)
1:30-2:00	Stories Told by Children	(1 st Floor Children's Area)
2:00	Poetry Share by Students from Two Rivers High School	(1 st Floor Teen Center)
3:00-3:10	NEXT Ensemble, <i>O Magnum Mysterium</i>	(2 nd Floor – North)
3:00-3:30	Stories Told by Children	(1 st Floor Children's Area)
3:00-3:45	Tours by Architect, Contractor, and Others	(Meet 2 nd Floor South)
3:00-5:00	Arts & Crafts for Children	(1 st Floor Activity Center)
3:20-3:30	NEXT Ensemble, <i>Peer Gynt Suite</i>	(2 nd Floor – South)
3:40-3:55	NEXT Ensemble, <i>Ferdinand the Bull</i>	(1 st Floor Children's Area)
4:00-4:30	Stories Told by Children	(1 st Floor Children's Area)
Exhibits:	Student Art from North Ogden Junior High Orion Junior High Weber High	(1 st Floor Teen Area)
	Natural History Mind Benders	(Exhibit Case – 1 st & 2 nd Floors) (2 nd Floor – West Shelving)

Allison thanked Harris for her effort in overseeing the program.

Wangsgard was asked if there would be a soft opening of North Branch before June 23rd. She noted that if it were to be so, it would likely be only one or two days before the event. Shelving deliveries were still being received, floor coverings were not yet completed, and the staff was working to complete wiring and installation of computers, scanners, RFID technology, and other equipment. There was still a lot of work to be accomplished before the building could be populated.

Executive Session to Discuss the Character, Professional Competence, or Physical or Mental Health of an Individual.

Allison summarized the need to forward a slate of nominees to County Commissioners for appointments to fill two open positions on the Board. Both vacancies were the result of current members completing their first four-year term. Innes indicated he did not wish to seek appointment to a second term. Jensen had previously indicated she would accept an appointment to a second term.

Harvey made a motion to go into executive session to discuss the character, professional competence, physical or mental health of an individual. Jones seconded the motion. Allison conducted a roll call vote:

Harvey voted aye.
Innes voted aye.
Jones voted aye.
Mattson voted aye.
Stokes voted aye.
Allison voted aye.

Allison excused all those who were not members of the Board as they prepared for deliberation and review of applications for appointment.

Allison reconvened the meeting at 6:10 p.m.

Stokes made a motion to forward the name of Kathleen Jensen to serve a second term on the Board, and to also forward the following names, in order of priority, to fill the seat that was being vacated by Innes: Dr. Reed Spencer, Nancy Crocker, Susan Skordos, and Jolene Zito.

Jones second the motion.

Allison asked if there was further discussion, and hearing none called for a vote.

All voted in affirmative; there were no abstentions.

Other:

Wangsgard suggested the Board meet at an alternate date, rather than July 3, to enjoy dinner and thank Innes for his service on the Board. Innes indicated he appreciated the offer, but declined. Wangsgard will follow through with an alternate thank you recognition, acknowledging appreciation for his dedicated service and good will.

Allison thanked Innes for his service and noted he had one last job to do. Innes moved to adjourn, Jones seconded the motion, which passed unanimously.

The meeting was adjourned at 6:25 p.m.

Respectfully submitted: Julia J Valle 8/7/2018
Julia Valle Date