

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: June 6, 2017

Board Members
in Attendance:

Scott Spencer
Diana Allison
Jim Harvey
Brent W. Innes
Kathleen Jensen
Judith Jones

Board Members
Excused:

Spencer Stokes

Others in
Attendance:

Lynnda Wangsgard, Library Director
Julia Valle, Library Business Office Manager
Bryan Baron, Deputy Weber County Attorney
Evelyn Bertilson, Friends of the Library

3:00 p.m.

Board members and Friends of the Library gathered at the Headquarters Library to accept the American Institute of Steel Construction IDEAS² Merit Award for the Headquarters Library (article attached). Scott Spencer accepted the award on behalf of the Library and community.

5:00 p.m.

Spencer called the meeting to order at 5:00 p.m. Stokes was excused.

Public Comments:

There were no public comments.

Approval of Minutes:

Spencer asked if anyone needed additional time to review the minutes. There being no such request, Allison moved approval of the May 2, 2017 meeting minutes. Jones seconded the motion. Spencer asked if there were recommendations for corrections or changes. Hearing none, he called for the vote. All voted in the affirmative.

Director's Report:

A review of Google analytics, used to track visits to the Library Web site, illustrated 22,595 electronic visits during the month. Most people (4,272) contacted the Library via iPhone and the next highest (1,171) personal preference device was the iPad. The most viewed page was

Library addresses and hours of operation (3,050) followed by the North Branch renovation (1,276). Interestingly, Wangsgard noted, there were 622 hits on the Nobel Prize Literature reading list.

Spencer suggested the monthly statistical data sheet be revised to include Google analytics.

The number of items circulated during April was almost 154,000, of which 15,445 were eCirculations. An eCirculation is recorded when a cataloged item is downloaded directly to personal reading device. Wangsgard noted that while this electronic count is a significant number, books in their traditional bindings are still very popular. Closure of the Main Library and North Branch for renovations made it impossible to compare public service utilization statistical totals to those of previous years.

Jensen said two friends found it hard to download eBooks from the Library Web site. Wangsgard encouraged her to invite them to visit a library and ask a staff member for help. The Library System serves as a jobber for four eBook providers, each of which has a different downloading protocol. Individuals can benefit from a personal tutorial to help master the process. With instruction, it is quite straightforward.

The trend data in the financial report showed an expected expenditure of only 83% of the salaries and wages line item by yearend. That number is expected to change, however, as approximately 20 positions are filled during the fall in preparation for reopening the Main Library and North Branch. All other expenditures were within expected parameters.

Valle reported on the surplus property sale held in preparation for closing North Branch. The lower level of the Branch had served as a storage facility for several decades and the sale was successful in that it cleared everything that could not be repurposed for future use in the Library System.

Bertilson noted a not-for-profit group with which she was familiar expressed appreciation for the stacking chairs and other items they acquired, noting the surplus items would be put to good use throughout the community.

Spencer congratulated staff on the FanCon event held at the Southwest Branch. He was pleased with the large crowds and liked having food trucks on driveway, exhibits on the plaza and in black box theatre. Spreading the activities throughout the campus resulted in a comfortable and safe experience for participants. More than 3,000 people participated in this annual event that kicks off the summer reading season.

Amendment to 1966 Agreement Providing Additional Land to the County for Parking Lot Expansion at the Main Library:

Baron noted the original 1966 lease agreement with Ogden City to provide a site for the Main Library had never been modified, but now needed to be changed in order to acquire additional land for parking. Rather than redo the entire Agreement, he simply updated and changed the legal description of the property leased to include the additional land. The County Surveyor had done the work of identifying the needed legal description for the additional land. No points in agreement were changed, just the land made available to the Board.

Spencer asked if the City had approved the Amendment.

Wangsgard said they had not, explaining the original site plan included the addition of landscaping and walkways to blend the Main Library site with Lester Park improvements. The Library sponsored Lester Park design competition resulted in three winning entries. Ogden City had not yet consolidated the three plans into a coherent whole, so the Library cannot proceed with the needed work. Completing a tie-in with the Park was, however, part of the agreement between the City and County that resulted in the making available the additional land for parking. Therefore, City officials had not yet been signed the Amendment.

During a meeting with the City Planning Commission, it was agreed the Library would turn over \$138,000 and, once the Park design is completed, the City would use the funding to blend the two projects. The City could also use the money as leverage for RAMP or other grants. The Planning Commission agreed and signed off on Library site plan, including additional parking stalls. Mayor Caldwell reviewed the Planning Commission's suggestion and also gave his approval. Once the Library Board and County Commissioners vote approval of the Amendment, a County Commissioner will carry the Amendment, along with a check for \$138,000, to the Mayor and obtain the final signature needed to execute the Amendment.

Baron asked for consideration of motion to approve the Amendment.

Harvey moved approval of the Amendment. Jensen seconded the motion.

Spencer asked how the amount of money to be forwarded to the City had been decided and how the transaction would be handled.

Wangsgard noted it would be done as a deductive change order authorized by Wadman Corporation, the Main Library general contractor. The amount was equal to what the general contractor had originally bid to do the work. The Wadman team was in complete agreement with the methodology.

Spencer asked if there were any other questions. Hearing none, he called for a vote. All voted in the affirmative.

After all the signatures are obtained on the document, Wangsgard will have it recorded.

Nominations to Fill Vacant Positions on Library Board:

Spencer announced that he did not plan to seek a second term on the Board. He said he is not quitting, not withdrawing his support, but he has an interest in doing something different in the short run and would like to come back to serve a second term sometime in the future.

Spencer noted that Stokes was not able to attend Board meeting as often as he would like, but frequently worked between meetings to advance the interests of the Library. Stokes was willing to serve a second term if the Board wished to forward his name.

Wangsgard distributed copies of applications received from those who had showed an interest in an appointment.

Baron advised the Board to adjourn to an executive session to consider ranking the applications.

Allison moved to close the meeting to discuss the character, professional competence, or physical or mental health of an individual (*Utah Code*, Section 52-4-5(1)(a)(i)). Jones seconded the motion. Spencer conducted a rollcall vote:

Jensen voted, aye
Allison voted, aye

Jones voted, aye
Harvey voted, aye

Innes voted, aye
Spencer voted, aye

Innes moved to reconvene the public meeting. Jones seconded the motion. All voted in the affirmative.

Spencer asked if, after review and discussion of several applications during the executive session, anyone wished to make a motion concerning names to be forwarded to County Commissioners.

Jensen moved that Spencer Stokes' name be forwarded for reappointment and that the names of Cynthia Mattson, Reed Spencer, Susan Skordos, and Maureen Kopecky be recommended for the second vacant seat. Jones seconded the motion. The order of preference in which the names were to be presented to Commissioners for the second seat was arrived upon by reviewing applications and looking for particular strengths not already well represented by Board members.

There being no further discussion, Spencer asked for a vote. All voted in the affirmative.

Commissioner Harvey agreed to carry the names forward for appointment. Baron will prepare a resolution once the appointment is placed on the Commission meeting agenda.

Spencer expressed the collective opinion of the Board, stating that any of the applicants would be a fine addition.

Other:

Jones offered a motion to adjourn the public meeting. Spencer seconded the motion. All voted in the affirmative.

Respectfully submitted: Julia A. Valle 1 Aug 2017
Julia Valle Date