

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: June 7, 2016

Board Members

In Attendance: Scott Spencer  
Brent Innes  
Judith Jones  
Kathleen Jensen  
Tom Taylor

Board Members

Excused: James Ebert  
Spencer Stokes

Others in

Attendance: Lynnda Wangsgard, Library Director  
Scott Jones, Assistant Library Director  
Julia Valle, Library Business Office Manager  
Phoebe Carter, Youth Services Manager  
Lezlie Sokolik, Production Services Manager  
Bryan Baron, Deputy Weber County Attorney  
Evelyn Bertilson, Friends of the Library  
Marcia Harris, Development Board

Spencer called the meeting to order at 5 p.m., noting Stokes has just left the Library with Governor Herbert, who he had taken on a tour of the facility. Stokes will rejoin the Board as soon as he completes his obligations with the Governor for the day.

Approval of Minutes:

Spencer asked if there were requests for clarifications or changes to the April 5, 2016 meeting minutes. Taylor noted he was in attendance, but was listed as excused. Jensen moved acceptance of the minutes with a correction of those in attendance. Jones seconded the motion. All voted to approve the motion.

Director's Report:

Wangsgard reviewed the service metrics report that was current as of April 30, 2016, noting 967 new library cards has been issued at the Southwest Branch during the previous 30 days. The Pleasant Valley Branch recorded the highest number of monthly visits, followed by Main, Southwest Branch, North, and then Ogden Valley Branch. A total of 105,240 visits were made during April, 2016. Residents borrowed 199,556 items during the month.

The financial report illustrated that all in-house revenue items were being collected at a rate higher than budgeted. Sundry revenue was considerably over collected as a result of the surplus property sale held during January. Expenses were lagging behind budgeted amounts, in most cases because of lack of time to process orders and a need to set up storage receiving areas at System Headquarters before items were delivered.

The summer general staff meeting was scheduled for 8 a.m., June 21<sup>st</sup>, at Southwest Branch. Board members and Library Friends were invited to attend.

Sokolik announced the Weber County Library had been selected by the American Library Association to receive three public relations awards, the 21<sup>st</sup> – 23<sup>rd</sup> in 16 years:

- "Best of Show, Friends of the Library/Community Publication Award," 2000
- "Best of Show, Children's Summer Reading Program Award," 2001
- "Best of Show, Friends of the Library/Community Publication Award," 2001
- "Best of Show, Friends of the Library/Community Publication Award," 2002
- "Best of Show, Children's Summer Reading Program Award," 2003
- "Honorable Mention, Professional Recruitment Program Materials Award," 2004
- "Best of Show, Children's Summer Reading Program Award," 2005
- "Best of Show, Special Programs and Events Award," 2006
- "Best of Show, Children's Summer Reading Program Award," 2006
- "Best of Show, Fundraising Materials Award," 2007
- "Best of Show, Professional Recruitment Program Materials Award," 2007
- "Honorable Mention, Children's Summer Reading Program Award," 2007
- "Best of Show, Special Programs and Events – America Reads Award," 2008
- "Best of Show, Adult and Family Reading Materials/One Book, One Community Award," 2009
- "Best of Show, Adult and Family Reading Materials/One Book, One Community Award," 2010
- "Best of Show, "Special Programs and Events – Pleasant Valley Branch Dedication and Grand Opening," 2010
- "Honorable Mention, You Are Here, Teen Summer Reading Award," 2012
- "Honorable Mention, Ogden Valley Branch Retreat Brochure, Innovation Award" 2012
- "Best of Show, Summer of Survival, Teen and Young Adult Summer Reading Award," 2013
- "Best of Show, Special Programs, Weber Reads Emily Dickinson Award," 2013
- "Best of Show, Special Programs & Exhibits – Electronic, The Fantastic Con Facebook Advertisement, 2016**
- "Best of Show, Special Programs & Exhibits – Print, The Fantastic Con Community Poster, 2016**
- "Best of Show, Special Programs & Exhibits – Electronic, Weber Reads Shakespeare Digital Sign, 2016**

The awards were scheduled to be presented during the American Library Association conference, which was being held in Orlando, Florida later during the month. No one from the Library was planning to attend.

#### Commissioner's Report:

Commissioner Ebert was excused.

#### Summer Literacy Report:

Carter distributed a children's & teen calendar of events, detailing more than 30 classes, and events to help keep young people engaged in learning during the summer months.

Carter reported on three summer-long literacy activities, including:

Dooblebug: Children's Summer Reading Program. Read together for fun, earn prizes, attend exciting events.

Teen Summer Reading. Read, watch, listen, come to the library and join in the fun, including (but not limited to) making art with junk, creating a LEGO car and racing it against others.

America Reads. More than 300 students spend time each week reading with retirees to improve their skills and develop nurturing relationships with concerned adults.

#### Review of Internet Access Policy to Meet Provisions of Section 9-7-215 UCA:

Wangsgard reported on a triennial Board review required of all public library Internet access policies in order to qualify for State funding. The purpose of the review is to ensure that those entities receiving State grants provide for the safety of minors by hosting a technology protection measure (Internet filter). Each Utah public library board is required to review their policy and submit a copy to the State for approval no later than July 1 of the review year (2016).

Board members reviewed the Weber County Library (WCL) policy, first adopted in 1999.

Wangsgard noted that staff training and administrative procedures are in place to ensure employees can faithfully execute the policy.

The technology protection device utilized by the Weber County Library is provided by the Utah Education Network (UEN). UEN provides content management for schools, K-12, to help ensure minors are not exposed to inappropriate content. The software protects against access of unwanted material such as viruses, pornography, or advertising. The computers in the WCL children's areas are given the same access as those computers in elementary school libraries; computers in the teen area have the same access as those in high school libraries; and all general computers are configured to block pornography and other unwanted content while allowing adults to unblock restricted content under staff supervision.

Jensen asked for an explanation of how users are made aware that a site is blocked, and how the staff responds.

Wangsgard noted a notification is displayed on the user's screen, telling them the site they are attempting to access has content that is blocked by the content protection device. The notice instructs them to ask a Library employee for assistance. At this point in time, a manager is required to make a judgment as to whether the site should be made available. While there was a time years ago when the staff reported quite regular notification of legitimate usage sites being blocked, the devices have since become much more sophisticated and very few notifications are now received. On occasion, a user has mentioned that they objected to something a person was accessing, but upon investigation it was well within the bounds of the public's legal right to access information resources. Since no content management device is perfect, however, some inappropriate sites may slip through the filter. Therefore, all Library computers are placed in public areas where employees can additionally monitor usage.

Spencer asked if there were issues with the policy that the staff wanted addressed. Wangsgard noted there were none.

Jensen moved to reapprove the policy as it was presented. Taylor seconded the motion. Spencer called for further discussion. Hearing none, he called for the vote. All voted in the affirmative. there were no abstentions.

## WEBER COUNTY LIBRARY SYSTEM

### *Board of Trustees*

#### INTERNET ACCESS POLICY

The primary mission of the Weber County Library is “to provide access to information resources which enable individuals to make meaningful decisions in their lives and participate as full-fledged members of our democratic society.” In support of this mission, the Library supports access to a broad range of information resources, including those available on the Internet.

While the Library staff personally selects and assumes responsibility for the books, magazines, non-print, CD-ROM resources, and other materials housed *within* the walls of Weber County’s public libraries; the staff does not select, and the Library does not assume responsibility for, those information resources housed *outside* of the Library on the Internet.

Information available on the Internet enhances that already held in the Library and, in some cases, may go well beyond what is locally available. Users are encouraged to take full advantage of the Internet while exercising good judgment and discretion in their use of this valuable resource. It is important to note that:

- \* Not all Internet sites provide accurate, complete, or current information. It is the responsibility of each information consumer to personally evaluate the information found on the Internet.
- \* Some library customers may consider the content of various Internet resources offensive.
- \* Library equipment may not be used for accessing, displaying, or printing, child pornography (18 U.S.C. Section 2256; Utah Code Section 76-5b-2), obscene materials (20 U.S.C. Section 9101), or materials harmful to minors (Utah Code Section 76-10-1201). Administrative procedures, including but not limited to technology protection measures, are in place to help ensure that, in as much as is possible, access to inappropriate materials is blocked on public computers without infringing on the rights of Library patrons of any age to access constitutionally protected materials.
- \* Parents or legal guardians may determine if their child should use guided (green space) or open (supervised) Internet access. Parents and legal guardians must then accept full responsibility for monitoring their child’s access to information available on the Internet. The Library staff does not have the right, or the responsibility, to act in place of the parent in making this determination.
- \* Library employees are available to aid customers in locating the information they need and to implement established administrative procedures to ensure that the Internet is used for purposes complementary to the Library mission and Board policy. The Library reserves the right to take appropriate action to ensure compliance with this policy.

To report complaints about the policy or its enforcement, ask a librarian for a copy of the Library Board’s procedures: “To Request Reconsideration of the Services Offered Via Library Public Computers,” “To Request Reconsideration of the Library’s Internet Access Policy,” and/or “Statement of Concern about Access to Internet Resources.”

For additional information concerning the procedures for implementing this policy, ask a librarian for a copy of the Library Director’s administrative procedures for dealing with the “Access, Display, or Printing of Inappropriate Materials.”

Update on Capital Plan Progress:

Main Library. The change of scope for the Main Library rebid had been presented to the County Purchasing Department for posting. All pre-qualified contractors were invited to submit bids.

The change of scope will allow contractors to base bids on their own recommended phasing, rather than the five-stage process originally envisioned for the Main Library renovation. The re-phasing may save money by decreasing the amount of time the projects takes to bring to completion. Combining several previously planned closures of short duration into one longer shutdown will also be an allowable alternative to the original plan.

The goal will be to rebid the project during June and select and engage a contractor the following month.

North Branch. Ebert was continuing to represent the Board in deliberations with North Ogden City officials. He had reported progress was being made in resolving outstanding issues.

Nominations for a Seat on the Library Board:

Board members focused their nominations on almost a dozen applications submitted for consideration by interested residents. One nominee will be appointed to a seat on the Board currently held by Taylor.

Innes asked to be excused from the meeting at this point in time.

Board members agreed to focus on the following criteria in evaluating the applications:

- Community Involvement – meaningful networking ties and knowledge of the community
- Diversity – new or different cultural perspective
- Fundraising – ability to help identify sources of revenue that may enhance capital projects in Ogden and Northern Weber County
- Geography/Representation – balanced representation throughout service area
- Public Relations/Publicity – Assist in informing residents of Library programs and Services

Taylor moved to close the public meeting to discuss the qualification of each of the applicants. Jones seconded the motion. All voted in favor of the motion.

Taylor moved to reconvene the public meeting. Jones seconded the motion. All voted “aye.”

Spencer noted that, after thoughtful consideration, the Board determined the following three individuals were best suited for appointment at this time. The individuals are listed in order of recommendation (first, second, third).

Dianna Allison  
Craig Dearden  
Alice Hirari

**Dianna Allison.** Allison is a retired elementary school teacher who is interested in serving the community in a volunteer capacity. She holds a master's degree in education and completed coursework for a masters' degree in Public Administration. She has served the people of Weber County and the State of Utah in various volunteer capacities under both Republican and Democratic administrations. Allison also has private sector experience, including owning a consulting business that specialized in providing support for strategic planning and staff mediation for non-profit organizations. She is a proven fundraiser.

**Craig Dearden.** Dearden is well known and respected throughout the County and State. He is well connected to area residents, having served as Weber County Sheriff and County Commissioner. Dearden resides in northern Weber County where his influence with local leaders and residents could be extremely beneficial in providing financial support for enhancement to services in this area.

A graduate of Weber State University, Dearden holds a degree in English and has the potential to serve as a strong role model for young boys who are reluctant readers. His knowledge of County government and the Library System operation over time would be a valuable addition to the Board.

**Alice Hirari.** Hirari is an effective advocate for services to senior citizens and those with disabilities. She also has strong connections to the arts as well as multicultural organizations throughout the County. As Japanese Americans, she and her parents were interned at the Topaz War Relocation Center during World War II. This experience is particularly relevant at this time because literature of the internment is the theme of the 2016-2017 Weber Reads community-wide discussion program. Hirari would bring ethnic diversity to the Board. As a registered nurse, Hirari is in a position to promote the consumer health center at the Pleasant Valley Branch and help connect the medical community with the Library System. She has served on many community boards and has received local and state awards. Her husband was employed by John Piers, Main Library architect, and she therefore has a particular interest in being involved in the renovation of this facility.

Taylor moved the three names be forwarded to the County Commission for consideration and approval in the order of priority detailed above. Jones seconded the motion. Spencer called for further discussion. There was none. He then called for a rollcall vote:

Jensen voted aye.  
Jones voted aye  
Taylor voted aye  
Spencer voted aye

Spencer will forward the names to Ebert, along with background information requesting action by the County Commission.

Public Comments:

There were no public comments.

Other:

There being no further business, Taylor made a motion to Adjourn. Jones seconded the motion. All voted in the affirmative.

Respectfully submitted: Julia P. Valle 7/5/14  
Julia Valle Date