

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: March 4, 2014

Board Members

In Attendance: Scott Spencer
Kathleen Herndon
Eric Jacobson
Tom Taylor
Commissioner Jan Zogmaister

Board Members

Excused: Spencer Stokes

Others in

Attendance: Chris Allred, Library Board Legal Counsel
Evelyn Bertilson, Friends of the Library
Marcia Harris, Development Board
Lynnda Wangsgard, Library Director
Karen Burton, Associate Library Director
Scott Jones, Assistant Library Director
Julia Valle, Business Office Manager

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

Approval of Minutes:

Spencer called for corrections to the minutes. Hearing none, Jacobson moved approval of the February 4, 2014 minutes. Zogmaister seconded the motion; all voted in favor. Jacobson moved approval of the special February 19, 2014 meeting minutes. Taylor seconded the motion; all voted in favor.

Director's Report and Discussion:

Board members reviewed the financial report, current as of February 26, 2014. Wangsgard discussed line items with special attention given to "books and materials," including reports on selection committee assignments and fund allocations. Processes and procedures for materials selection were reviewed, discussed, and questions answered.

The January service metrics report illustrated several significant increases in public use of the Library over that of the previous year. The number of items borrowed/used increased from 163,203 during January 2013 to 174,248 during January 2014. The number of people using public meeting rooms increased from 7,481 to 8,832. The number of library cards issued during the month increased from 1,622 to 1,879, and the number of individual visits increased from

92,457 to 102,527. More than 7,000 items were added to the collection compared to 5,955 the previous year, although the increase was due largely to materials purchased to enhance the Headquarters Library collection.

Herndon moved acceptance of the management report. Taylor seconded the motion. There being no further discussion, all voted in the affirmative.

Each Board member received a print copy of the 2014 "Policy and Procedure Manual" and was invited to bring questions or comments to future meetings.

Approval of an Interlocal Agreement to Convey Certain Real Property by and among Roy City, the Roy City Redevelopment Agency, Weber County, and the Weber County Library Board:

During their previous meeting, the Board had reviewed an Interlocal Agreement forwarded by Roy City to accommodate conveyance of property to facilitate building the new Headquarters Library. They now also reviewed a site plan provided by Roy City which illustrated the conceptual outline of the agreement. In addition to detailing the location of the Headquarters Library, the site plan illustrated the proposed relocation of North Park and the establishment of a new business park to be under the stewardship of the Redevelopment Agency of Roy.

The site plan did not reflect a proposed delivery lane that will connect 4125 S with the west side of the Headquarters Library, but this concept had been approved by the Roy City Planning Commission and Roy City Council. Allred had the original copy of the Interlocal Agreement that was approved by the Roy City Council during December and was working to finalize it for presentation to the County Commission.

In the event the Commission is in a position to consider the Agreement before the Board's April meeting, the Board discussed a procedure for approving Conveyance of the Southwest Branch. The Board will be required to turn over the Southwest Branch Library as part of the property exchange. The Board considered authorizing Spencer to sign the Interlocal Agreement on the Board's behalf, subsequent to assurances by Allred that no substantial changes as to content or intent were made in the interim. Jacobson moved the Board authorize Spencer to sign on their behalf. Taylor seconded the motion; there being no further discussion, all voted in the affirmative.

Headquarters Library Update and Review:

The Roy City Council met in a work session on February 4, 2014, to consider use of the Southwest Branch as a storage facility while the Main Library is renovated. They agreed to tour the Pleasant Valley Branch before discussions continue.

The Roy Planning Commission met, February 11, 2014, to consider a request for a "conditional use" of the property slated for construction of the Headquarters Library. The request was to change the intended use to that of a public library, or "Educational Facility," in the table of uses. The Planning Commission voted unanimously to recommend the conditional use.

The Roy City Council met, February 18, 2014, to consider the request for a Conditional Use of the property where the Headquarters Library will be constructed. The Council unanimously approved the request.

Construction documents were almost complete and will be released during March for bidding purposes. In the meantime, contractors will be prequalified to bid on the Headquarters Library. Nine companies had applied for prequalification.

The Headquarters Library project continued to be on budget and on schedule for a community groundbreaking May 16, 2014.

Other:

Main Library bubble diagrams resulting from work done during the Supervisors' Retreat were briefly reviewed. The diagrams detailed initial space allocations for renovation of the Main Library. Board members will tour the Main Library and look at options for space allocation as part of a future meeting.

There being no further business, Taylor proposed and Herndon seconded a motion to adjourn at 6:20 p.m. All voted in the affirmative.

Respectfully submitted: Julia Valle 2 Apr 2014
Julia Valle Date