

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: October 2, 2018

Board Members

In Attendance: Diana Allison
Jim Harvey
Kathleen Jensen
Judith Jones
Cynthia Mattson
Reed Spencer
Spencer Stokes

Others in

Attendance: Lynnda Wangsgard, Library Director
Phoebe Carter, Assistant Library Director
Julia Valle, Business Office Manager
Bryan Baron, Deputy County Attorney
Evelyn Bertilson, Friends of the Library

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

Public Comments:

There were no public comments.

Allison noted that Marcia and Bob Harris will receive the Weber State University President's Award at a ceremony October 8, 2018. The award recognizes their continuing engagement in the growth of the University and its neighboring communities.

Approval of Minutes:

Allison asked if there were any corrections to the minutes of the September 4 meeting. Jones noted she was not in attendance. Jensen moved acceptance of the minutes with this correction. Harvey seconded the motion. All voted in the affirmative.

Staff Recognition Night:

Stokes reported on logistics for the staff recognition night at the movies, sponsored by the Board to recognize employee's good work in completing the Library Board's five-year capital plan on time and under budget. Stokes had booked a theater at the Junction Megaplex, negotiated a discount and complementary popcorn with the Miller Group, arranged for printing and delivery of the tickets, and offered to take care of the costs.

Jensen volunteered to arrange for a large poster to be displayed at the entry to the theater, thanking the staff for their good work.

Commissioner's Report:

Harvey reported on a \$150,000 grant to fight intergenerational poverty. The funding will be used to support 35 families in gaining the support and skills they need to move into a more secure environment and give children a better opportunity to live fulfilling lives. Spearheaded by Commissioner Ebert and stewarded in great part by Marlin Jensen, Weber County's efforts are leading the state, and the state is leading the nation, in addressing the needs of those living in intergenerational poverty.

Harvey also thanked Mattson and Spencer for representing the Board at the Library budget hearing.

Director's Report:

Wangsgard reviewed the usage statistics for the month of August, noting use of the County's Libraries was on the rise now that all the facilities were again open to the public. Of special interest was the number of library cards issued during the month:

- North Branch, 794
- Southwest Branch, 565
- Main Library, 545
- Pleasant Valley Branch, 282
- Ogden Valley Branch, 69

The higher numbers at the North Branch and Main Library were a result, in part, of people returning to these facilities after they were reopened as well as enthusiasm for the expanded and updated facilities. The number of cards issued at Southwest Branch was attributed to the pent up interest and need for service that was not being met by the original facility. The patron base at both the Pleasant Valley and Ogden Valley Branches had stabilized over time but still showed healthy usage for the size of communities they are designed to serve.

Jensen inquired about the category of "Out-of-County Cards."

Wangsgard explained those cards were issued to people living in jurisdictions that have a reciprocal borrowing agreement with Weber County, including Logan and Brigham City, Davis and Morgan counties. Individuals living in these service areas are eligible for a Weber County Library card and Weber County residents can hold cards issued by libraries political jurisdiction. This agreement saves taxpayers money in allowing people to travel to neighboring libraries for the materials they need rather than having library employees process interlibrary loans (ILL) through a national network.

The ILL statistics for the month reflected the strength of Weber County collections that provided materials loaned primarily outside of the cooperative borrowing network as well as those items acquired from other libraries for use by Weber County residents. Ninety-one items were

borrowed for Weber County community members, 257 were loaned to users of other libraries through the U.S. and abroad. The State of Utah reimburses net lenders, including Weber County, for their services and the funding is deposited with the County Treasurer as sundry revenue.

There were no reported changes in expenditure projections for line items detailed in the monthly financial report.

The contractor hired to complete improvements to the grounds at Pleasant Valley Branch was scheduled to begin the project October 8, but had missed several other start dates so accomplishing this project during the 2018 budget year was still tentative.

Valle reported on the surplus property and book sale, scheduled on October 13 at the old Southwest Branch Library location. Books to be sold included worn and duplicate items removed from collection and items donated to Friends of the Library. Librarians were given the courtesy of reviewing all materials donated to the Friends before the sale. All those items that could not be repurposed during the capital projects upgrade were also to be made available for sale.

Stokes asked if vintage furniture would be sold.

Valle said some items from various areas of the Main Library, including lounge furniture from women's restroom, would be sold.

Closed bids will also be accepted for the Library's 1979 Chevrolet van which was being declared surplus.

Wangsgard noted that once the sale is complete, Library employees will remove remaining items and then thoroughly clean and recondition the building. The goal is to have it turned over to Roy City by November 1, 2018.

Board members and Friends were invited to attend the annual Staff Development Day (SDD), scheduled from 12 – 9 p.m., November 12 at the Southwest Branch. SDD is the only time each year that the entire employee group is able to gather for in-depth training. In addition to a special guest presenter, time will be carved out to enjoy a staff talent show/exhibits, view a digital presentation of the ugly pumpkin decorating contest entries and award prizes, and raise money for the Staff Association by way of a raffle.

During SDD the previous year, Glen Daniels, a specialist in Library security, traveled from California to conduct a workshop titled, "Safety & Security Begins at the Front Desk." This year, Jim Ott, a consultant with "aha! Process," will present a workshop titled, "Bridges out of Poverty." Ott has a master's degree in psychology with a special emphasis in school psychology services. He has been conducting this training for more than a decade, providing community organizations, law enforcement, counselors, health care, and social service providers with "aha" moments. Concepts presented in Bridges out of Poverty compliment the Library's guiding principles that underpin a social responsibility to work to make a positive difference in peoples' lives.

An introduction to the “Bridges” workshop will focus on issues that form a foundation for Library Board policies, including managing a principle based, values neutral, public entity and “relearning exercises” designed to focus on overcoming personal bias. This presentation will take place from 12:00 -1:45. The Bridges workshop will run from 2:00 until approximately 7:45. Additional information concerning SDD will be provided during the November Board meeting.

2019 Operating Budget Update:

Wangsgard distributed the budget summary sheet that was presented during the formal hearing with County officials. Mattson and Spencer reported on the hearing process.

Mattson noted the budget was well received and thoroughly understood by the County Comptroller and other budgeting officials. Even though Harvey had an emergency to which he had to attend and, therefore, could not be at the meeting, his absence did not undercut the presentation. Those officials new to the process asked many questions to which the Comptroller responded, taking the burden from Wangsgard and the Board in areas where historical precedence and commitments had already been established. The Comptroller recommended that the County Commissioner accept budget as presented.

Spencer agreed with Mattson’s assessment, stating the professional staff demonstrated that they had years of responsible experience with Library staff. As Commissioners asked questions, the professional staff stepped in and added their insights to flesh out the lines of inquiry. There was a thorough discussion of the observation that the FY 2019 budget request was \$1.4 million higher than that of the current year, but that it was also a budget that would facilitate operating all five libraries with almost 100,000 square feet of additional public service space. All five libraries had not been operational since 2014, making year-to-year comparisons meaningless. Commissioner Ebert was also insightful in his stewarding of the hearing, noting the budget increase was commensurate with added responsibility.

Both Mattson and Spencer agreed the hearing was calm, professional, and overseen by experienced staff. Both new and seasoned elected officials worked together to get a sense of a common vision of the future of the Library services for the public.

Stokes, asked who attended the hearing besides Wangsgard, Mattson, and Spencer.

Harvey indicated Gage Froerer, who will take a seat on the Commission in January, as well as Commissioners Ebert and Jenkins were there. Also in attendance was Scott Parke, Comptroller, Eric Barrett, Assistant Comptroller, and Ricky Hatch, County Auditor.

Harvey said the County was working through the budget process, including programming capital expenses for several years into the future. A branch library to serve northwestern Weber County was included in the discussions.

Mattson said she would like to see greater emphasis on improving Library employee salaries. The Board should be aggressive in this matter, she said, comparing salaries with those throughout the County to ensure the staff is treated equitably.

Harvey said every department is on a schedule for a salary review and the Library's turn is on the horizon. The County has a plan to change the intersection of the income and expense curves to ensure the future is sustainable.

Open Meetings Procedural Review:

Baron presented an overview of the "Open and Public Meetings Act," engaging Board members in an overview of the law, how it has been interpreted by the courts, and in a "pop quiz" that generated a lively discussion.

Baron's overview included:

- The need for specificity in detailing items on the agenda;
- Requirements for public posting of the agenda;
- Engagement with individuals who make public presentations, including when and how official action may be taken on requests made during these presentations;
- Requirements for closing a public meeting;
- Communications among Board members between open meetings and subsequent disclosure of these communications under the Government Records Access and Management Act (GRAMA);
- Requirements for recording the meeting and keeping minutes; and
- Consequences for violating the Act, including voiding actions taken during the meeting and charging those who knowingly or intentionally violate closed meeting provisions with a Class B Misdemeanor.

Allison thanked Baron for providing a very informative and useful presentation.

Review of Board Policy, Access to Buildings and Grounds:

Baron explained that the Board's current policy on public "Access to Buildings and Grounds" limits freedom of expression on library property based on time, place, and manner. For example, a meeting cannot be held at the front entry, but must be convened in a public meeting room. The Utah State Legislature recently passed law that clarifies the *State Code* on this issue by incorporating case law. Because the current County Library ordinance does not give the Board authority to regulate expressive activity, this clarification of the *Code* has the potential to undermine the Board policy.

Baron noted the Board may wish to request that the County Commissioners amend the Library ordinance so that the free speech policy will remain valid under the new law when it becomes effective on May 14, 2019.

Board members discussed the need for the policy in order to preserve the peace, health, and safety of the County's residents as they use Library facilities.

Spencer asked if the public "sidewalks" were those located out by the street, or were they those leading into the building.

Baron noted they refer only to the public sidewalks along the street. Some additional tweaking and clarification of the Board policy should be undertaken to separate sidewalks from other types of walkways before the new law is implemented.

Spencer asked Wangsgard to share some additional background that would shed light on the need and use of the policy.

Wangsgard explained the public deserves safe passage from the parking lot into the library as well as being able to conduct their business once inside without undue disruption. The access policy is heavily relied upon to maintain order and civility. A member of the public cannot, for example, approach children and invite or encourage them to go outside with them or participate in a non-library activity. To do so would require that all people be able to approach children and invite them to engage in extra-curricular activities. Limitations on speech can only be limited by time, place, and manner, not content. Likewise, those trying to utilize the facility to study do not want to be interrupted by someone who wishes to get on a soapbox and pontificate. Public meetings and speeches are allowed only in public meeting rooms. The public expects the Library to balance freedom of speech with a sense of safety and decorum for all those who use the facility.

Stokes made a motion requesting Baron draft a revision to the Library Ordinance that includes among its authorizations the Board's responsibility to adopt policies relative to expressive activity of public grounds pursuant to State laws, so the current policy can continue to guide Library operations. Jones seconded the motion.

Allison called for a vote. All voted in the affirmative, except Harvey who abstained as he will be voting on the revised Library ordinance when it is presented during meetings of the County Commission.

Allison thanked Baron for his professional guidance in ensuring Board policies are legal and effective.

Other:

There being no further business, Jensen moved to adjourn. Jones seconded the motion. All voted in the affirmative.

The meeting adjourned at 6:45 p.m.

Respectfully submitted: Julia Valle 6 Nov 2018
Julia Valle Date