

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: October 4, 2016

Board Members

In Attendance: Scott Spencer
Dianna Allison
Kathleen Jensen
Judith Jones
Spencer Stokes

Board Members

Excused: Brent W. Innes
James Ebert

Others in

Attendance: Lynnda Wangsgard, Library Director
Scott Jones, Assistant Library Director
Julia Valle, Library Business Office Manager
Bryan Baron, Deputy Weber County Attorney
Marcia Harris, Development Board
Margaret Rostkowski, Weber Reads
Cathy McKitrick, Standard Examiner

Spencer called the meeting to order at 5 p.m., noting Innes and Ebert had asked to be excused. He welcomed Rostkowski who was in attendance to introduce the 2016-2017 Weber Reads community wide reading program.

Approval of August 2, 2016 Meeting Minutes:

Jones moved approval of the August 2, 2016 meeting minutes. Allison seconded the motion. Spencer asked if there was any need for discussion or requests for change. Hearing none, he called for a vote. All voted in the affirmative.

Approval of September 6, 2016 Meeting Minutes:

Stokes moved approval of the September 6, 2016 meeting minutes. Spencer seconded the motion and then called for discussion or requests for changes. Hearing none, he asked for a vote. All voted "aye."

Director's Report:

Wangsgard noted public usage continues to climb even though public service space at the Main Library is severely limited.

The statistical report illustrated 208,812 items were circulated to the public, an increase of more than 10,000 over the total for the month of August, 2015. Two thousand ninety-seven library cards were issued during the month, compared with 1,748 for the same period the previous year. Reference service showed the largest overall increase with 72,970 transactions logged, as compared to 59,416 during August of the previous year. Visits were up from 103,684 to 114,293. Approximately 5,000 new books were added to the collection.

All line items on the financial report were within expected tolerances. Books to enhance collections for Main and NOB were not purchased as originally planned during 2016 because of changes in construction schedules. This funding will be carried over to the 2017 budget and the materials added as renovations are completed and shelving is available.

Meeting Room/After Hours Alcohol Administrative Procedure:

Wangsgard introduced a draft policy that would allow alcohol to be served in library meeting rooms, noting that the public had requested permission to serve alcoholic beverages during after-hours events, and private gatherings. For example, a group wished to host a musical recital on a Saturday evening and serve wine with a buffet after the event. Because the Library meeting room policy could not accommodate wine service, the group did not use the facility.

When officials were updating the beverage policy for the Golden Spike Event Center, the County Attorney's office was asked to look into the possibility of including the Library in the alcohol service policy. Baron had drafted the proposed procedure.

Baron noted the purpose of the proposed policy was twofold. First, to meet the permit requirements of State law; and second, to protect the library from liability in case someone consumes too much alcohol. Baron noted there had been a recommended change requested by County elected officials that would prohibit Library employees from consuming alcoholic beverages at events hosted on Library property.

Stokes asked if an employee were in attendance, but not working at the time, could they consume alcohol. Barron said, if the policy were approved, they could not.

Board members questioned the rationale of this decision, viewing it as harsh.

Valle noted that employees from any department attending the County Fair, for example, could buy a beer while attending the event.

Stokes wondered if it was reasonable for employees attending a family member's wedding reception, for example, to be prohibited from consuming a glass of wine.

Board members respectfully disagreed with elected officials request for a change in the policy that was directed specifically at Library employees, noting they should be given the same prerogatives as other county employees. There was general consensus that Library policy should mirror what is going on in the other County service areas.

Baron suggested a change in the policy to read that there would be "no use by county employees who are working, or who are returning to work that day."

Stokes asked for information about the liquor license insurance policy. Baron said the County is covered, so the Library is also covered, but those renting space would need to provide their own policy. Under certain conditions, they may be able to take advantage of the County's policy.

Spencer asked if the application should be amended to include the bartender's license number. Baron will review the law to see if it is needed, but didn't recall anything that required it to be provided.

Stokes moved approval of the policy with an amendment to read that "no alcoholic beverages shall be furnished to or used by County employees who are working or who will be returning to work on that day." Jones seconded the motion. All voted aye.

Capital Project Reports:

In depth meetings with Wadman Construction, Thermal West asbestos abatement and demolition contractors, and EDA Architects had been completed to refine the Main Library construction schedule. This schedule was originally proposed to include five phases with several shutdowns of short duration. After meetings to review options for completing the project, while also making adjustments to stay within budget, it was now being proposed the work be done in three phases with one long shutdown. This revised plan will save several hundred thousand dollars in construction costs and cut the number of work days by 162. The plan also included a recommendation that Main be closed November 11th rather than November 25th.

Wangsgard read a draft press release that included additional details.

Weber County's Main Library will close November 11th so contractors can continue renovations. As soon as Main closes, the water, heat, and power will be turned off, plumbing and sewer system connections will be replaced, and trenches will be dug around the outside of the building to repair foundation waterproofing. The library will reopen in phases over the course of the next year.

While the Main Library is closed, free shuttle service to other libraries will be provided. The vans will run between the Utah Transit Authority (UTA) bus stop at 25th and Jefferson Avenue to the front doors of both the Pleasant Valley Branch in Washington Terrace, and the Southwest Branch in Roy. The vans will run throughout library hours of operation, including Sundays. The shuttles are being provided by UTA as a public service in support of the Main Library renovation. The free shuttle service will operate under UTA rider-rules; however, library employees will drive vehicles. Shuttle drivers will not be authorized to stop at locations other than Weber County libraries.

While the closing will represent an inconvenience for people who rely on the Main Library, the shuttle service will give those who have not had transportation an opportunity to visit Weber County's newest libraries and see what is in store when the renovated downtown library reopens. Cafés and commons spaces, teen centers, expanded children's areas, more computers, meeting rooms, and plenty of places to gather for individual study or group learning will await Ogden residents who travel to a branch library location. Library employees will transfer to the Southwest and Pleasant Valley branches to greet library users and offer the same children's programs and other services they currently provide at Main.

Library literacy programs and other ongoing service commitments have already been moved to other locations. Adult ESL classes are being held in the Education Center at the Unitarian

Universalist Church, 705 23rd Street, and the Pleasant Valley Branch. The annual Holiday Open House will be hosted December 24th in the Education Building of the Presbyterian Church, 880 28th Street; and children's summer reading programs will be held in Lester Park. Additional locations and events will be announced as they are coordinated with community partners.

Adults will be able to ride the Library shuttle buses without identification, as will teens and children who are accompanied by an adult. **Riders under the age of 18 will need to have a parent or guardian secure a free pass if they are to be allowed to ride unattended.** Parental authorization forms and passes will be available at the Main Library until it closes November 11th, and at area libraries thereafter. Passes will also be available from 5-7 p.m., Saturday, November 5th, at "The Come Together Community Meal & Resource Fair," hosted at the Marshall White Center, 222 28th Street.

Those requiring special paratransit may receive free services by calling UTA at 1-877-882-7272. Those over 60 years of age may also qualify for free transportation by calling "The Ride" at Weber Human Services, 801-625-3776. Special qualifications apply.

The Pleasant Valley Branch is being made ready to serve an influx of additional users. The children's space is being expanded and thousands of additional books and non-print materials are being added. The Southwest Branch already has the space, collections, and computers needed to accommodate Main Library users.

The closing and renovation of Main is part of a \$45,000,000 Library System expansion approved by voters during a special bond election held during 2013. The original plan for the Main Library called for the work to be done in five phases, taking place over 609 days, with periodic closures between and during each phase. A revised plan will save several hundred thousand dollars by completing the work in just 447 days and three phases, combining all of the previous, shorter shutdowns into one of longer duration.

For additional information, call 801-337-2618.



Board members were given a copy of "UTA Rider Rules," which will be used in providing the Library shuttle service, and a parental consent and release form to be used in obtaining ride passes for those under age 18. The release form had been prepared and approved by Baron.

Library employees had designed and produced a shuttle pass, complete with a colorful lanyard to help children keep track of their authorization to ride the vans. Each pass had a signature panel to help identify the rightful owner.

Spencer asked what will happen to the book collection housed at Main.

Wangsgard explained much of the children's material will be moved to either Pleasant Valley Branch (PVB) or the Southwest Branch. The children's area at PVB is being expanded, rearranged, and upgraded to accommodate the additional demand.

Empty shelving now at the old Southwest Branch (OSWB) will be moved to the basement of the Main Library. Wadman Construction will help with this relocation process. The adult collections will then be moved to the basement. Shelving from the OSWB is being relocated to Main in order to take advantage of its design. Built of heavy angle iron, these shelves can be

moved while fully loaded. Once books are moved from the ground floor to the basement, the OSWB shelves will be jacked up, placed side-by-side in order to remove the walkways between the shelving runs. Removing the aisles that are needed for loading will be required because the area on the basement is not large enough to house the stacks as they are configured for public service.

While there are not nearly enough shelving units at OSWB to house the Main Library collection, there are enough stacks to create the space needed to fit the books into the allotted area.

The current plan gives the Library staff 10 days to clear the north end of the ground floor. Thermal West will then begin asbestos abatement and demolition in this area. They will work their way south, pushing the staff to vacate the south end of the floor. Thermal West will need to be given complete access to the ground floor by December 15th. The asbestos abatement contractor will then have until January 15th to complete their work and turn the entire floor over to the general contractor.

Wangsgard reminded the Board that the original plan was to close to the public on November 23rd, rather than on the 11th. However, closing later in the month would not allow enough time to relocate the materials and get out of the way of the contractors. If the work is not done by December 15th, a change order will need to be signed pushing the project completion date back accordingly. It seemed wise to close early at the beginning of the project when services are compromised, rather than push the completion date back when a full service facility can be made available to the public.

Spencer asked if providing transportation services was also being planned for the North Branch project.

Wangsgard noted the goal was to accommodate all those who will be most affected by the closure(s). It is yet to be seen how the North Branch project will proceed. While the architect is back on schedule, and the goal is to have the project ready to bid in late November, the bidding environment will determine if the documents will be released in December or January. Once a contractor is selected, a construction schedule and phasing can be negotiated, and decisions can be made concerning what patron accommodations are needed.

A representative from EDA Architects will give a North Branch progress report to the Board during the November meeting. As with the Main Library, the goal will be to hold those served by the North Branch harmless in terms of the additional cost created by delays.

Scott Jones noted there was a need for a place to park the shuttle vans out of the winter weather. Baron suggested Weber Center parking. Wangsgard will ask the County Operations Department if two stalls can be reserved.

Board members volunteered to help move collections or do other work as needed.

Lester Park Competition:

The conceptual design competition for Lester Park was completed and votes on the three projects selected as finalists were being tallied that evening. The Utah Young Architect Forum will announce the winners within the next few days.

All three designs complement plans for the Main Library.

Weber Reads Introduction:

Rostkowski noted that Weber Reads is in its 10th year. The community-wide reading programs evolved out of an initiative from the Library of Congress' "one book, one community" reading program, but was modified to ensure that the topic selected for study in Weber County would be of interest and accessible to participants of all ages.

To date, Weber Reads has offered opportunities to discuss Beowulf, Frankenstein, Tom Sawyer and Huckleberry Finn, slave narratives, the writing of the founding fathers, writing of Emily Dickinson, the Odyssey, the works of E. B. White, and the plays and poems of William Shakespeare. Discussion for the coming year will focus on "Literature of the Japanese-American Internment."

The Library provides the reading and viewing materials for study; teachers in the Wasatch Range Writing Project prepare lesson plans; and County Commissioners officially sponsor the program and invite community participation. Rostkowski displayed packets containing the lesson plans and books that had already been delivered to 89 schools – private, public, and charter schools, the Utah School for the Deaf and Blind, and Job Corps.

Literature of Japanese-American internment during World War II is of special interest because of interest in the Utah Topaz story. The Utah governor applied to have the camp located in Utah, where the residents served as laborers. History textbooks have little to say about this chapter of American history, often limiting discussion to one paragraph. People do not know there were ten camps nor do they know the story of those interned.

The Issei, first Japanese arrivals in America, have all passed. The Nisei, their children, are now in their late 80s. It is important to have this discussion while there are still those who remember the experience first-hand.

Teachers preparing the lesson plans were careful in the portrayal of the politics involved. Referring to the centers as "internment camps," rather than "concentration camps," and "evacuation" rather than "forced removal." Discussion of language will allow people to make their own judgements and assign their own labels. The Sansei, or third generation of immigrants have been more engaged in seeking acknowledgement that Japanese-American citizens were interned extra-legally. There was never any evidence of their disloyalty to America.



Rostkowski introduced several of the books that were distributed to local schools and distributed a bibliography of recommended reading and viewing children, teens and adults.

All Weber Reads printed materials, including lesson plans, reading bibliographies, and program guide, are available on the Library Web site. A special exhibit of reading materials was featured at Southwest Branch.

Board members received sample books to enjoy with their families and then distribute to appropriate places throughout the community.

