



MURRAY
LIBRARY

Board of Trustees Regular Session Wednesday, October 19, 2016

Present: Traci Black, Ethel DeFosse, Valerie Harsh, Lois Holt, Drew Pearson, Pepper Pehrson, Nick Skene

Excused:

Others: Kim Fong; Library Director, Traci Sutherland; Library Staff

1. Call to Order: President Black called the meeting to order at 6:30 p.m.

2. Approval of Minutes

2.1 September 2016

The minutes of the September 2016 meeting were approved with changes on a motion made by Lois Holt, seconded by Pepper Pehrson.

*3. Public Comment
None*

4. Financial Report

4.1 September 2016

Director Fong reviewed the Financial Reports. Spending is a little ahead of schedule for Adult A/V items and YA programming supplies. There were new tables purchased using money from the

Infrastructure account. This purchase had been budgeted for the previous financial year, and the money rolled over into this financial year's budget.

The Financial Reports were received and filed on a motion made by Pepper Pehrson, seconded by Valerie Harsh.

5. Board Reports

President Black continued her discussion from the previous month about how other libraries in the state handle their Director's performance review. She found out that the Logan Library does not do a review for their Director. She also received a response from Juan Lee from the Utah State Library Division. He told her there was not a lot of information available about Director's reviews, but he did include some links for her to check out. The Board members will continue to discuss the Director's review at future meetings.

Pepper Pehrson suggested that there be a light that shines on the entrance sign at night, since it is hard to see from the road in the dark. Director Fong said this idea had been discussed before, and that there were issues with getting power to a light in that location. It was suggested that a light could be attached to the building that would shine on the sign.

6. Director's Report

Director Fong presented a Technology in the Library report. Public internet computer use is trending downward. Currently it is down 11% from this time last FY. This leads to the question of how much space should the Library devote to public internet computers? Director Fong told Board members it is extremely rare for all computers to be in use all at once. Only about 50% of users are "local", meaning they log on with a Murray Library card. Others are guests logging on with an ID. Nick Skene asked how much the Library is currently spending to replace the computers, and how often?

WiFi use continues to increase. Currently, WiFi use has increased 6.5% since this time last FY. The Library recently had to increase the WiFi capacity because there were many days when they were maxing out the number of users. Lois Holt asked if the Library still checks out laptops. Director Fong said that the Library no longer checks out laptops and iPads for in-house use.

The number of visits to the Library website has decreased by 11%. Part of this may be attributed to patrons using the Overdrive, Oneclick, and Hoopla apps, which do not bring hits to our website. Currently, Danny O'Rourke is working on upgrading our website to a new design. This new design will adapt more easily to patrons viewing it on a mobile browser.

7. Old Business

7.1 Long Range Plan

Director Fong said that last month she had attended the Murray Chamber of Commerce Breakfast, and they had discussed community concerns. She wanted to have Board members discuss the same topic. Board members discussed some of their concerns related to Murray City and other, broader communities as well.

8. New Business

8.1 Holiday Hours

Director Fong said that a few years ago, the Library Board decided to keep the Library's holiday schedule the same as City Hall's holiday schedule. This year, with Christmas being on a Sunday and our Saturday hours, which the City doesn't have, the Library will have to make some closure adjustments. Director Fong asked the Board to approve several changes to the schedule for Christmas and New Year's. The Library will be closed on

Saturday, December 24, and Monday December 26. On New Year's Eve, the Library will close at 4:00 p.m.

Ethel DeFosse made a motion to approve the holiday schedule, seconded by Lois Holt. Voting was unanimous in favor.

8.2 Shopping Hours

In the past, the Board has approved "shopping hours" for employees. This gives full-time employees an extra 4 paid hours off at Christmas, and part-time employees can add 2 hours on to their time card, as sort of a Christmas bonus. Board members suggested that part-time hours shopping hours also be increased to 4 hours. Lois Holt made a motion to approve the bonus hours for employees, seconded by Valerie Harsh. Voting was unanimous in favor.

9. Adjournment

President Black said she would accept a motion to adjourn, Pepper Pehrson so moved, seconded by Ethel DeFosse. Voting was unanimous in favor and the meeting was adjourned at 8:10 p.m.