



*Board of Trustees Regular Session Wednesday, January 13, 2016*

*Present: Traci Black, Patricia Griffiths, Valerie Harsh, Gamal Herbon, Lois Holt, Holly Hult, Pepper Pehrson*

*Excused:*

*Others: Kim Fong; Library Director, Traci Sutherland; Library Staff, Justin Zollinger; Murray City Finance Director*

*1. Call to Order: President Black called the meeting to order at 6:30 p.m. She changed the order of the meeting to allow Justin Zollinger to present first.*

*2. Approval of Minutes*

*2.1 November 2015*

*The minutes of the November 2015 Board meeting were approved with corrections on a motion made by Patricia Griffiths, seconded by Lois Holt. Voting was unanimous in favor.*

*3. Public Comment*

*None*

*4. Financial Report*

Director Fong presented the financial report. At 50% of the year, the budget is 48% spent. She told Board members that the Auditorium remodel is completed and the funds for that project have been spent.

Gamal Herbon made a motion to receive and file the financial report, seconded by Holly Hult. Voting was unanimous in favor.

## 5. Director's Report

Director Fong presented the Director's Report. She reviewed some of the library-use statistics since it is half-way through the financial year. The room usage is currently at 71%. In the long-range plan, there was a goal to have usage at 80%, but this has proved to be an unrealistic goal. Quiet study space is still one of the biggest challenges facing the library, mostly due to the nature of the building. Many of the other goals have already been met, such as:

- increased number of programs
- increased patron participation in programs
- Library participation in 3 major Murray events
- creating community partnerships
- migration to new catalog
- achieve Quality Library status with the Utah State

Library.

This year, the long-range plan will come to a close and a new long-range plan will need to be written. The long-range plan is written by the Library staff, and Board members are invited to participate. Any Board member willing participate in creating the new long-range plan should let Director Fong know.

Lois Holt left the meeting at 7:30 p.m.

## 6. Board Report

President Black reported on the Friends of the Library meeting. The Friends discussed a scholarship that they will provide.

## 7. Old Business

### 7.1 Library Levy- Justin Zollinger, Murray City Finance Director

Murray City Finance Director Justin Zollinger discussed the Library tax levy with Library Board members. He reviewed the process the levy will have to go through. The Library budget must be approved by the Mayor and the City Council and will be finalized in June. The truth in taxation hearing will not be held until August. Director Fong will prepare two budgets for the new financial year, one with money from the tax levy included, and one without. She will present these budgets at the February meeting for the Board to discuss.

Justin Zollinger suggested that the Library Board be very transparent about what the money would be used for and to speak with their constituents. He noted that he felt it was time for the levy, as the Library has had to start cutting operational budgets. The Board discussed what their roles in this tax levy would be, including voting on moving forward with the levy and speaking with constituents.

Patricia Griffiths expressed concern about employee salary and benefits. She felt it was inequitable to compare Murray Library salaries and benefits to similar positions in the Salt Lake County and City Library in the Wasatch Compensation survey given the difference in size between the systems. She suggested that as part of the research in preparing for the tax increase, there should be an analysis of Murray Library employee salary and benefits. This would allow the Board to decide if all the money in the current budget is being used responsibly. Justin Zollinger

suggested that any concerns the Board may have about the Wasatch Compensation survey and employee salary and benefits should be addressed with Mike Terry in Murray City Human Resources.

Justin Zollinger reminded the Board members that the Council prefers to do one large tax increase rather than smaller incremental ones over several years. This tax levy will have to provide enough money for the operational budget and capital improvements for at least 10 years.

Valerie Harsh suggested that there should be information about the tax increase available on the Murray Library website. The Library can hold an informational meeting for the public about the tax increase, but they cannot hold a rally to garner support for the tax increase.

President Black noted that currently, the Murray Library tax rate is .0043%, Logan Library, which serves a similar population, is .0089% and Provo Library, which is also a single-branch library, is .00773%. Murray Library's is considerably lower than other libraries serving similar populations.

Board members thanked Justin Zollinger for attending the meeting, and he left at 7:15 p.m.

## 8. New Business

The Board continued to discuss the tax increase. Director Fong will create a list outlining exactly where the money will go—restoring budgets that have been cut, building projects, a possible future expansion. The Board discussed what an expansion of the building would entail. She will also include timelines and

dollar amounts in the list. Patricia Griffiths expressed concern and wanted to be sure that the Board is careful to not ask for too much of a tax increase. Gamal Herbon noted that the Board should be careful in asking for an increase but that they should be sure to ask for enough to meet the future demands. Patricia Griffiths suggested that perhaps the request for a tax increase should be a dollar amount rather than a percentage. The mayor recommends that when asking for a tax increase, the increase should be a percentage. Mrs. Griffiths also asked Director Fong for a clarification on employee pay increases. Do Library employees have to follow the same pay increases as City employees? Murray Library is a separate taxing entity, but Library employees are Murray City employees. They are a part of the City payroll, and City employees insurance.

9. *Adjournment*

President Black said she would accept a motion to adjourn. Gamal Herbon so moved, seconded by Valerie Harsh. Voting was unanimous in favor, and the meeting was adjourned at 7:55 p.m.