



MURRAY
LIBRARY

Board of Trustees Regular Session Wednesday, February 15, 2017

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

Excused: Valerie Harsh

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. and welcomed everyone.
2. Approval of Minutes
2.1 January 2017
The minutes of the January 2017 meeting were approved as written on a motion made by Ethel DeFosse, seconded by Pepper Pehrson. Voting was unanimous in favor.
3. Public Comment
None
4. Financial Reports
Director Fong presented and reviewed the financial report. The financial year is currently 58% lapsed, and spending in most accounts is where it should be. President Black noted that the Children's books account is currently almost 80% spent. She asked if that was typical for this time of year. Director Fong said that is not typical, and it was a result of some overspending, as well as purchases of a large amount of new books that were released at the same time. President Black asked about the State grants that the Library will receive. Director Fong said those funds are usually disbursed to libraries after the legislative session ends. Lois Holt made a motion to receive and file the financial reports, seconded by Pepper Pehrson. Voting was unanimous in favor.

5. Board Reports

President Black presented some information on a Director's Review she found from a library in Kentucky. She also discussed the current Library Director guidelines set forth by Murray City. Lois Holt asked for Director Fong's current goals to be emailed to Board members so they can review them as they consider her employee review.

6. Director's Report

Director Fong presented a report on outreach programs. Currently, Library staff present regularly scheduled story times to the Boys and Girls Club, Spartan Station (childcare at Murray High), ABC Great Beginnings (daycare), and Aunt Loretta's (daycare). Lois Holt asked if any daycare could request to have Library staff present a story time, Director Fong said that they could. There are usually 15-20 children at each story time. Board members discussed other possible locations for outreach, such as the Murray Headstart preschool.

Director Fong said that in addition to these regularly scheduled outreach visits, staff members also attend other events such as registration at the local elementary schools, parent/teacher conferences, summer reading booktalk presentations at schools, and other events.

In addition to in-person outreach visits, the Library's Storytube on YouTube continues to have an increased amount of visitors.

Board members asked if Murray Library ever partners with the County Library on events. Director Fong said that currently, the library is partnered with the County and the Salt Lake City Library for the United We Read program. All libraries are promoting the book "A Man Called Ove". Other than that, we do not typically partner with the County on other programs.

7. Old Business

Director Fong reported that staff members are still working on a new Library website. She was not sure when it would be up.

8. New Business

8.1 Materials Selection Policy

The Board must periodically review and re-approve the Materials Selection Policy. An updated copy of the policy with some changes made by staff members was distributed. The new version of the policy will include an online link to the Request for Consideration form. The Board discussed the process when there is such a request.

Discussion of the policy continued. The statement "A hold will automatically be placed on any item you request" was removed from the first paragraph. Due to hold limitations, holds are not automatically placed. Also, it is not always possible to place holds on ebooks or eaudiobooks.

Also in the first paragraph, “tablets” was added to list of materials available at the Library.

Board members noted that it would be helpful to include in the policy that Inter-Library Loan items are not able to be renewed.

The revised and updated policy was approved on a motion made by Pepper Pehrson, seconded by Lois Holt. Voting was unanimous in favor.

8.2 2018 Budget

The 2017-18 budget is due in March so that it can be reviewed by the Mayor. After it is reviewed by the Mayor, it then goes on to the City Council for their approval in May or June. Last year, the Board had discussed asking for a tax increase to cover increased operating costs. The Mayor approached the Board and asked them to wait to ask for this increase because the City was developing plans for downtown redevelopment, including a new City Hall, and thought a new library could possibly be included. Now that the City is moving forward with their revitalization of the downtown area, Board members need to decide if a request for a tax increase should be included when the budget is submitted. Director Fong said she has been told that the City Council members would support a tax increase for the Library. This tax increase would not be voted on by Murray citizens, the City Council makes the final decision, although citizens would have the opportunity to discuss the increase at a Truth in Taxation hearing that would take place before the City Council makes a final decision.

Members who have been on the Board for several years are familiar with this discussion from last year, but some new members of the Board expressed concern about voting for the increase due to the limited amount of time they had to discuss the matter. Director Fong said she would talk with Justin Zollinger from the City Finance department and see if she could delay submitting the budget until March. She also said that she would ask him to attend the March Board meeting to discuss the increase, and then Board members could vote at that time.

9. Adjournment

President Black said she would accept a motion to adjourn. Lois Holt so moved, seconded by Drew Pearson. Meeting was adjourned at 8:20 p.m.