



Board of Trustees Regular Session Wednesday, September 19, 2018

Present: Traci Black, Brent Gardner, Sage Fitch, Vicki Matsumori, Drew Pearson,
Nick Skene

Excused: Pepper Pehrson

Others: Kim Fong, Library Director; Kristin Bilson, Library Staff; Tim Tingey,
Gail Tingey

1. Call to Order: President Traci Black called the meeting to order at 6:33 p.m.
2. Approval of Minutes
2.1 July 2018
The minutes for the July 2018 meeting were approved as written on a motion made by Drew Pearson, seconded by Vicki Matsumori. Voting was unanimous in favor.

2.2 Change in Meeting Agenda
President Black accepted a motion to switch agenda order and move Old Business up in the agenda order. Motion was made by Vicki Matsumori, seconded by Drew Pearson. Voting was unanimous in favor.
3. Public Comment
None
4. Board Reports
None
5. Financial Reports
Director Fong discussed the report for the End of the Fiscal Year 2018. President Black had a question about the miscellaneous revenue and Director Fong said that it came from donations. President Black also asked about the difference between travel and learning budget and tuition reimbursement and the answer was that tuition reimbursement money is budgeted for full time city employees who are pursuing a

degree. Nick Skene asked about the decrease in the amount for Young Adult program budget and Director Fong answered that the Kid's Café program is not drawing as many children in attendance and that there will be some changes in that programming. Sage Fitch asked about the Part Time employee budget and Director Fong said that there will be discussions with the leadership team and some schedule changes to cover the budget.

Director Fong presented the second report which showed 16% of the year lapsed. There were no questions on that report.

Brent Gardner made a motion to receive and file the Financial Reports, seconded by Sage Fitch. Voting was unanimous in favor.

6. Director's Report

Director Fong gave a report on new systems, programs, and offerings the library has for patrons.

The library recently implemented a new reservation and event calendar system, switching from Evanced to a LibCal system. LibCal offers a very straight forward interface, better features, and technical support all at a lower cost to the library. The library is now offering magazines through Overdrive. The library pays a \$10,000 annual fee. Patrons will have unlimited availability to both the current month and back issues of 25 magazines. It has been in operation for 6 weeks and the library has had 210 magazine circulations.

Creative Bug is a product from JoAnn Fabrics. The library pays an annual fee of \$1,500.00. Creative Bug offers unlimited access to high quality professional art and crafting video classes for patrons. The program has been operating for 2 weeks and there have been 76 videos watched.

The Library used some of its CLEF funds to create new Lego STEM program is offered once a month for children ages 8-13.

The library purchased the Lego Mindstorm Robotics for \$1,100.00.

Murray School district does not offer a program like this, so the Lego STEM program gives children an opportunity to learn coding and engineering.

Adult Art classes are being offered at the library. There will be a combination of staff presentations and hiring professional organizations. The library is working on how to successfully manage sign ups and attendance.

7. Old Business

7.1 New Building Development

Tim Tingey, Head of Administrative Developmental Services for Murray City, gave a presentation and updated report on the investment and development for Murray City and the new Library building options. He reported on several commercial and mixed-use sites in development as well as new residential housing developments. He also had

updates about the new Murray City Center including options for the new library location. He said that the new City Hall building, and the new Library building will be the catalyst for the development and growth in the area. President Black asked about the options for the library building site and whether that would impact the square footage of the library and Tim Tingey answered that all the options satisfied the 40,000 square foot facility size requirements that met the library's needs. Nick Skene asked about the building of a bridge across State Street and the answer was that Murray City would like to see that happen if there are grants/funding for it and long term that would be an iconic feature for Murray. Nick Skene asked if Murray bought the retail space along State Street, so Murray could control how it develops. Tim said that the redevelopment agency controls what will be put on the site and there will be requests for proposals in the next year and define what they want to see on the sites. Sage Fitch asked what retail Murray would like to see on the sites and Tim answered that they would like to see some retail but also some commercial office buildings or medical office facilities. Office use is a great tax and economic development use for there.

8. New Business

8.1 Director Evaluations

President Black discussed the Director evaluation procedure and the Board agreed to use the same evaluation procedure as last year. Board Members will receive the Library Director goals and review questions form in email and Board members will prepare them for the next Board meeting in October.

Drew Pearson asked if the City will have a recommendation for an increase or will it depend on the evaluation. The answer was that they will be depending on the evaluation.

There will be a closed session for October's Board meeting to do the evaluation.

8.2 Halloween and Thanksgiving Early Closure

In past years, the library has closed early on Halloween and Thanksgiving Eve because there are not many people using the library and it is a waste of electricity and personnel having the building open. Director Fong proposed that the Library close early for Halloween and Thanksgiving Eve this year as well.

A motion was made by Brent Gardner to close the library at 6:00 p.m. on Halloween and Thanksgiving Eve, seconded by Nick Skene. Voting was unanimous in favor.

9. Adjournment

President Black adjourned the meeting at 7:59 p.m.