



Board of Trustees Regular Session Wednesday, October 17, 2018

Present: Traci Black, Pepper Pehrson, Sage Fitch, Nick Skene, Drew Pearson

Excused: Brent Gardner, Vicki Matsumori

Others: Kim Fong, Murray Library Director; Kristin Bilson, Murray Library Staff

1. **Call to Order:** President Black called the meeting to order at 6:39 p.m.
2. Approval of Minutes
2.1 September 2018
The minutes for the September 2018 meeting were approved on a motion made by Pepper Pehrson, seconded by Nick Skene. Voting was unanimous in favor.
3. Public Comment
None
4. Board Reports
A patron mentioned to Vice-President Pehrson that they went to check out DVDs from the library collection and that the DVDs they wanted were due back a couple of months ago. Vice-President Pehrson wanted to know what the process was for handling DVDs and library items that are so overdue. Director Fong answered that, after a certain amount of time, items age to lost and from there the library sends out a billing notice informing the patron that they owe the library for the price of the item. Generally when that happens people bring the items back. After that, the library waits for 6 months before it is deleted from the system to give people time to bring items back. The library's collection developers are constantly looking at the list to determining when to replace the DVDs. If there is a hold list on an item, they will buy another copy.

Nick Skene asked if there was a set timeline for the new City Hall and Library building and is the city helping us with the site moving forward. Director Fong said the timeline is still being set for the new City Hall and the library will fall into the place next, after they figure out City Hall. Director Fong said they did the ground breaking for the new Fire Station yesterday and they mentioned that the Fire Station was the first in many new Murray City buildings.

5. Financial Reports

25% of the year has passed. Director Fong said that the library is in pretty good shape and the only area that is high is adult periodicals and that is because we are trying the online magazines. Sage Fitch asked about the process of what to do when there is an overage. Director Fong said there are ways to transfer money from other areas like a miscellaneous fund. President Black asked if the magazine circulation is what the library expected. Director Fong said that after a year the library will have a better idea of the per circulation price and the library will decide whether the subscription is worth having or not. President Black asked whether the library must pay for Creative Bug and where that comes from in the budget. Director Fong said it comes out of adult eBook budget. Nick Skene asked why there is a separate building reserve and Director Fong answered that it was to use in the case of the furnace breaking.

Nick Skene 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 presented a report on Murray's Library Certification. At the Library Directors Summit meeting in October, she was informed that Murray Library was given Quality Certification Status. There is a Basic Certification everyone goes through and then, if a library chooses, you can continue and try for Quality Status. To be eligible for Quality Status, a library must meet five of the nine standards. Murray Library met six and is 1 of 5 public libraries to receive the Quality Status.

The standards are as follows:

Library reaches beyond its physical space to provide collections or services to the community. Murray provides service to Homebound Users and we also have library programs presented at external community locations including Spartan Station and Boys and Girls Club

Library meets or exceeds the 70th percentile of 5 or more key statistical measures.

Murray is in the 70th percentile or above in Library visits per capita, programming attendance per capita, Wi-Fi users per capita, turnover rate of physical materials, and collection budgets percentage.

Online Experience: Library's website includes all the following: access to digital material on the front page, social media links on the front page, dynamic content on the front page, and responsive web design. Murray Library's website includes all of these.

Library is proactive in obtaining materials for users based upon their requests for items not currently in the library's collections. Murray Library provides an online form for patrons to request materials not currently in the library's collection.

Library participates in literacy experiences. Murray Library has literacy activities included in all the storytimes and participates in the 1,000 Books Before Kindergarten program.

Library is engaged in collaboration with another library. Murray participates in the United We Read program.

Library demonstrates an innovative approach to providing library service, either inside or outside of the library building. Murray Library offers a Holds Pick-up Service.

7. Old Business

Vice-President Pehrson made a motion to change the agenda and move New Business before Old Business, seconded by Drew Pearson. Voting was unanimous in favor.

8. New Business

8.1 Barriers to Library Use

Doing away with fines is a movement that is happening in libraries around the world. Locally, The City Library and Tooele Library have eliminated fines in their library systems. Director Fong wanted to start a conversation and see if this is a direction the library would like to go in and how the Board feels about the idea.

There are a wide variety of ways to eliminate fines and budgetary consideration to consider as well. The library pays fees to credit card companies to process fines. Sage Fitch asked if the library would fall on hard times, would there be a budget shortfall if the library eliminated fines. Director Fong answered that it is hard to say but the staff member who does all the cash handling and the cost for his salary and the amount of time that it takes to do the cash is 4,000 dollars a year. Credit card fees are 3,000. Some of the cost would be allayed if we weren't taking so much time and money if we weren't taking the time to collect the money. Sage Fitch asked about some of the libraries that have eliminated their fines. Director Fong said she would be willing to invite The City Library director and Tooele library director to come and talk to the group. Nick Skene asked what happens to habitual offenders. Director Fong said what happens is that they do eventually get blocked from using the library until the return materials. Drew Pearson asked if there would be a positive influence for the library reputation wise. Director Fong answered yes.

Beyond fines and fees, there are other barriers from library use. Currently Murray Library requires a proof of address to get a new library card. The question was raised, does the library really need proof of address? Concerns were voiced about sending people to collection agencies and needing address for overdue items. Director Fong said we are mainly using texts and email for notices.

The Board would like to hear from other libraries who have implemented these types of solutions and some data on percentage of fines that are DVDs versus books. Director Fong said she would be happy to ask the Director of the Tooele Library to come talk to the Board.

9. Adjournment

At 8:12 p.m., a motion was made by Nick Skene to close the meeting and go to an executive session, seconded by Sage Fitch. Voting was unanimous in favor.

