

THOSE IN ATTENDANCE:

Adam Weinacker, President
Sarah Reale, Secretary
Dr. Dan Cairo
Lu Marzulli
Ron McClain
Bonnie Russell
David Wirthlin

THOSE EXCUSED:

Carol Osborn, Vice President
Cathy Stokes

ADDITIONAL STAFF IN ATTENDANCE:

Debbie Ehrman, Interim Executive Director
Gordon Bradberry, Assistant Director of IT and Facilities
Jace Bunting, Finance Manager
Shelly Chapman, Human Resources Manager
Kimberly Chytraus, Senior City Attorney
Ben Luedtke, City Council Liaison

Quinn McQueen, Assistant Director of Marketing and Comm
Daniel Neville-Rehbehn, Assistant Director of Customer Experience
Allison Spehar, Admin Manager of Equity and Org Development
Heidi Voss, Executive Administrator
Dallin Witt, Data Analyst

I. CALL TO ORDER

Board President Adam Weinacker called the meeting to order at 4:04pm.

II. APPROVAL OF MINUTES

The board moved to approve the March 27, 2023 minutes as written. Board members Lu Marzulli, Ron McClain, Sarah Reale, Bonnie Russell and David Wirthlin voted in favor. Dr. Dan Cairo and Adam Weinacker were not present for the vote. The motion passed.

III. COMMUNICATION AND PUBLIC COMMENT

Seven members of the public offered comments regarding a group of library staff members who would like to unionize. [Here is a link to a document of copies and summaries of their comments.](#)

IV. OLD BUSINESS

- a. [Maintenance and Facilities Policy Proposal](#)
 - i. This proposed change would remove the “Maintenance and Facilities” section from the library’s policy manual. As the team revises the policy manual to be more up to date, they’re recommending removal of procedural elements that are not needed. This section was approved in 2007 and teams no longer follow the procedures outlined.
 - ii. A board member asked if the Master Facilities Plan or building maintenance included in the policy manual. Gordon Bradberry answered that the Master Facilities Plan is part of strategy rather than policy.
 - a. The board moved to approve the policy removal. Board members Dr. Dan Cairo, Lu Marzulli, Ron McClain, Sarah Reale, Bonnie Russell, Adam Weinacker, and David Wirthlin all voted in favor. The motion passed unanimously.

V. NEW BUSINESS

- a. There were no items of new business.

VI. BOARD PRESIDENT’S REPORT

- a. Board President Adam Weinacker let the board know that executive search firm Koya completed outreach efforts to the library and community members. Using the feedback they received, they created a position profile to use in recruitment efforts. The next steps for the executive director search are reviewing applications and identifying candidates.

VII. DIRECTOR'S REPORT

- a. Interim Director Deborah Ehrman reviewed highlights from this month's [director's report](#).
 - i. The report shows a summary of recent programs and initiatives including art exhibits at locations across the system.
 - ii. Many community members gathered for a seed swap, and gardeners were planting in the boxes along 400 south at Main even when it was snowy.
 - iii. The report includes stories of impact showing how library employees connect with those they serve on an individual level and connect some to valuable social services.
 - iv. [The Data and Statistics portion of the report](#) shows a comparison of data points like unique patrons, monthly door count, and card sign-ups year over year. Dallin Witt, Data Analyst, reviewed this interactive dashboard with board members.
 - v. Deborah noted that the team presented the budget to the City Council and they will be voting on the proposed budget in June.
- b. Jace Bunting presented the [March 2023 Financial Report](#).
 - i. The fiscal year is 75% complete and revenues are higher than what was budgeted.
 - ii. In our April distribution the City let us know they'll withhold about \$700,000 they overpaid, and this will be reflected in the April report.
 - iii. The RDA rebate we've received is lower than the budgeted amount, but interest earnings are higher than the budgeted amount.
 - iv. Only one line item in expenditures is above the annualized 75%, which is interest on property insurance. This was paid in March and is skewing the annualized amount to 85%. By the end of the year it will be where it should be.

VIII. ADJOURN

- a. The board moved to adjourn the meeting. Board members Dr. Dan Cairo, Lu Marzulli, Ron McClain, Sarah Reale, Bonnie Russell, Adam Weinacker, and David Wirthlin all voted in favor. The motion passed unanimously and the meeting adjourned at 5:01pm.

UPCOMING SCHEDULE

The next will be held

Monday, April 24, 2023, 4:00pm

Main Library, 210 East 400 South, Salt Lake City, UT 84114

With a virtual option via Google Meet