

**THOSE IN ATTENDANCE:**

Adam Weinacker, President  
Lu Marzulli  
Ron McClain  
Bonnie Russell  
Darell Schmick  
Sariah Toronto

**THOSE EXCUSED:**

Carol Osborn, Vice President  
Sarah Reale, Secretary  
Cathy Stokes

**ADDITIONAL STAFF IN ATTENDANCE:**

Debbie Ehrman, Interim Executive Director  
Gordon Bradberry, Assistant Director of IT and Facilities  
Shelly Chapman, Human Resources Manager  
Kimberly Chytraus, Senior City Attorney

Quinn McQueen, Assistant Director of Marketing and Comm  
Daniel Neville-Rehbehn, Assistant Director of Customer Experience  
Justin Strange, Literary Project Specialist  
Heidi Voss, Executive Administrator

**I. CALL TO ORDER**

Board President Adam Weinacker called the meeting to order at 4:00pm.

**II. APPROVAL OF MINUTES**

The board moved to approve the September 12–18, 2023 minutes and the September 24, 2023 minutes. Board members Lu Marzulli, Ron McClain, Bonnie Russell, Darell Schmick, Sariah Toronto, and Adam Weinacker all voted in favor. The motion passed.

**III. PUBLIC COMMENT**

No members of the public offered comments.

**IV. ROOF UPDATE**

- a. Gordon Bradberry, the Assistant Director of IT and Facilities, provided an update on the roof renovation progress.
  - i. He noted that teams are working to remove concrete from the first deck of the roof and that the fourth floor of the library was closed for a few days due to jackhammering noise.
  - ii. Work is progressing on schedule, and the contractor expects to be done around June 30th. He added that more work will need to be done in the next budget year and the roof will remain closed until all work is complete.

**VI. NEW BUSINESS**

- a. [Communications Policy Update](#)
  - i. This policy was originally approved in 2008 and is due for an update.
  - ii. The library team recommends cutting three of the sections in this policy that are procedural, keeping website terms and conditions as-is, and combining and updating two sections.
  - iii. A board member asked about the indemnity clause in the website terms and conditions and whether the team is monitoring our website use to assure visitors are using our website in line with our terms.
    - 1. The team responded that they use Google analytics to see how the site is used, but don't track that information back to individuals.
  - iv. A board member asked about why the "Filming and Photography" section is included in this policy, since filming and photography has been addressed elsewhere in the policy manual.

1. Heidi Voss, executive assistant, noted this “Filming and Photography” subsection specifically refers to Library staff taking pictures of members of the public during programs, whereas our larger “Filming and Photography” policy addresses how visitors are allowed to film and take photos at the library.

## **VII. SUPER SUMMER CHALLENGE RECAP**

- a. Justin Strange, Literary Project Specialist, presented a summary and statistical report from this year’s Super Summer Challenge.
  - i. [Here’s a link to the report.](#)
  - ii. He noted that even accounting for the fact that teams have adjusted the way they’re collecting data around Super Summer Challenge participation, program sign-ups and completions have surpassed pre-pandemic participation.
- b. Quinn McQueen, Assistant Director of Marketing and Communications spoke about the design of Super Summer Challenge materials.
  - i. [Here’s a link to the slides from the presentation.](#)
  - ii. The team aims to differentiate the look of the City Library’s materials compared to the County Library. By making clear branding differences, they hope visitors better understand that the City Library is separate from the County system. This may not seem important when visitors can borrow materials from either system, but the two systems are funded separately and need support in different ways.
  - iii. Quinn also reviewed different ways the Marketing team promoted the Super Summer Challenge and related events on social media.
  - iv. The team has received the feedback that many members of the public don’t understand the relevance of libraries today because they don’t know the many modern uses of libraries, like using 3D printers and checking out ebooks. They have run a billboard campaign to showcase how much our services are utilized and the many ways visitors can benefit.
- c. Board members expressed their appreciation for this program and the work that goes into organizing and executing it.

## **VIII. PUBLIC SENTIMENT SURVEY**

- a. Quinn McQueen reviewed a public sentiment survey conducted to see how the public feels about the City Library system. The survey included 609 respondents, which provides a 95% confidence rate in the data. This is the first time the survey has been conducted since the worldwide pandemic.
- b. The survey showed that members of the public often don’t know the difference between the City Library system and the County Library system. As mentioned previously, this can be a problem if we wish to bond for needed maintenance and the public knows the County system recently received additional funds. If they don’t know our system is separate, they may not vote in support.
- c. The perception of the library is very positive, which is great news.
- d. The public isn’t aware that we’ve renovated the Sprague branch, which is an opportunity for the Marketing team to encourage folks to visit and see the updates.
- e. Many respondents noted areas for improvement, which are largely issues the teams are aware of.
- f. [Here is a link to the slides presented.](#)

## **IX. BOARD PRESIDENT’S REPORT**

- a. Board President Adam Weinacker encouraged board members to serve on a committee. The Finance Committee will be needed to review proposals for the next budget year and the Facilities

and Maintenance committee will need activation as the library advances the work of the Library Facilities Plan.

- b. He also let the board know that Noah Baskett has accepted the offer to serve as the next executive director of the library and will be joining the team in January.

#### **X. DIRECTOR'S REPORT**

- a. Deborah Ehrman, Interim Director, reviewed highlights from the [Director's Report](#).
  - i. Teams had the opportunity to participate in several outreach opportunities and festivals in September.
  - ii. Multiple branches celebrated Welcome Week with performances at Chapman and community written welcome messages at Glendale.
  - iii. The library garden is harvesting for the end of the season.
- b. She also noted that the teams working on the Ballpark location are waiting on a rezoning vote.

#### **XI. ADJOURN**

- a. The board moved to adjourn the meeting. Board members Lu Marzulli, Bonnie Russell, Darell Schmick, Sariah Toronto, and Adam Weinacker all voted in favor. Ron McClain was not present for the vote. The motion passed and the meeting adjourned at 5:22pm.

#### **UPCOMING SCHEDULE**

The next will be held

Monday November 27, 2023, 4:00pm

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

With a virtual option via Google Meet