The City Library Board of Directors Meeting Agenda
Monday November 27, 2023, 4:00pm • Main Library 210 East 400 South, Salt Lake City, UT 84111

Library Board meetings are open to the public. Board information, including meeting agendas, minutes, and recordings can be found at www.slcl.org/board. People with disabilities may make requests for reasonable accommodation no later than 48 hours prior to Board meetings. The City Library will make every effort to honor those requests and asks that they be made as early as possible. Accommodations may include alternate formats, interpreters, and other auxiliary aids. All City Library locations are accessible facilities. For requests or additional information, please contact the Administrative Assistant, 801-524-8205; people with hearing impairments may dial 711 (Relay Utah).

I. CALL TO ORDER

II. APPROVAL OF MINUTES
   A. October 23, 2023

III. COMMUNICATION AND PUBLIC COMMENT
   Guidelines for Public Comment
   Three-minute time limit for each commenter.

IV. OLD BUSINESS
   A. Communications Policy Update
   B. City Council Budget Amendment Adjustment and Update
      1. COLA and Safety Team Budget Amendment

V. NEW BUSINESS
   A. Record Retention Schedule Update
      1. Executive Summary for Policy Statement
      2. Executive Summary for Schedule
      3. Current Schedule
      4. Proposed Changes
      5. Final Version
   B. 2024 Meeting Schedule
   C. Capital Budget Reallocation Request • Day-Riverside Shelving

VI. OBJECTIVES AND KEY RESULTS Dallin Witt, Data Analyst

<table>
<thead>
<tr>
<th>Library</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Library</td>
<td>210 E 400 S, SLC, UT 84111</td>
<td>801-524-8200</td>
</tr>
<tr>
<td>Anderson-Foothill Branch</td>
<td>1135 S 2100 E, SLC, UT 84108</td>
<td>801-594-8611</td>
</tr>
<tr>
<td>Chapman Branch</td>
<td>577 S 900 W, SLC, UT 84104</td>
<td>801-594-8623</td>
</tr>
<tr>
<td>Day-Riverside Branch</td>
<td>1575 W 1000 N, SLC, UT 84116</td>
<td>801-594-8632</td>
</tr>
<tr>
<td>Glendale Branch</td>
<td>1375 South Concord, SLC, UT 84104</td>
<td>801-594-8660</td>
</tr>
<tr>
<td>Marmalade Branch</td>
<td>280 W 500 N, SLC, UT 84103</td>
<td>801-594-8680</td>
</tr>
<tr>
<td>Sprague Branch</td>
<td>2131 S 1100 E, SLC, UT 84106</td>
<td>801-594-8640</td>
</tr>
<tr>
<td>Sweet Branch</td>
<td>455 F Street, SLC, UT 84103</td>
<td>801-594-8651</td>
</tr>
</tbody>
</table>
VII. **BOARD PRESIDENT’S REPORT** Adam Weinacker, Board President

A. **Budget Priorities**

VIII. **DIRECTOR’S REPORT** Deborah Ehrman, Interim Director

IX. **CLOSED SESSION**

A. The Board will consider a motion to enter into Closed Session.

A closed meeting described under Section 52-4-205 may be held for specific purposes including, but not limited to:

a. discussion of the character, professional competence, or physical or mental health of an individual;

b. strategy sessions to discuss collective bargaining;

c. strategy sessions to discuss pending or reasonably imminent litigation;

d. strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, if public discussion of the transaction would:
   i. disclose the appraisal or estimated value of the property under consideration; or
   ii. prevent the public body from completing the transaction on the best possible terms.

X. **ADJOURN**

**UPCOMING SCHEDULE** Next December 18, 2023, 4:00pm, Main Library