I. CALL TO ORDER
Board President Adam Weinacker called the meeting to order at 4:10pm. He welcomed Natalie Moldover, who has gone before city council for approval to join the library board. City council’s vote to approve her board membership is scheduled for Tuesday May 21.

II. APPROVAL OF MINUTES
The board moved to approve the April 22, 2024 meeting minutes as written. Board members Lu Marzulli, Sarah Reale, Bonnie Russell, Sariah Toronto, and Adam Weinacker voted in favor. Carol Osborn was not present for the vote. The motion passed.

III. PUBLIC COMMENT
No members of the public offered comments

IV. OLD BUSINESS
   a. **Policy Update - Displays, Printed Materials, and Art Exhibits**
      i. The proposed update removes procedural elements, allowing staff to update processes more freely as needed.
      ii. Last month, Adam asked about updated written procedural guidelines to replace what would be cut with this update. Executive Assistant Heidi Voss provided internal procedural documents to the board to show that the current process has been captured in a way staff can reference.
      iii. Adam asked about the contracts included in the current policy, like the exhibition contract. Assistant Director of Customer Experience Daniel Neville-Rehbehn responded that the art committee has a standard exhibition contract on hand if needed, but sometimes exhibitions have their own contract. If that’s the case, the team works with the exhibitor’s lawyers to modify terms as needed.
      iv. The board moved to approve the policy update as written. Board members Lu Marzulli, Sarah Reale, Bonnie Russell, Sariah Toronto, and Adam Weinacker all voted in favor. Carol Osborn was not present for the vote. The motion passed.

V. NEW BUSINESS
a. **Policy Update - Programming**
   i. Administrative Manager of Community Engagement Deanna Romriell explained that the current version of the programming policy is almost entirely focused on procedure and was approved in 2006. The procedure listed is no longer current practice and has not been for some time.
   ii. The recommended update works as a companion to the Library’s collection development policy and is related to intellectual freedom.
   iii. Rather than listing procedures for creating programs, the new policy focuses on the principle guiding program creation at the Library. Up to date programming procedures are available to staff in a programming handbook.
   iv. Adam asked whether there are any problems the update aims to address. Deanna responded that the team would like the programming policy to be in line with the Library’s updated collection development policy. This will assure visitors understand what principles the team is following and assure the team is best prepared to address any potential concerns around programming.

b. **Nominating Committee**
   i. The board nominating committee convenes ahead of the June meeting to recommend a slate of officers for the next fiscal year. Adam will not be able to serve as president for another term, so a new executive committee will need to be selected.
   ii. Board Secretary Sarah Reale is chairing the nominating committee this year and reported that the nominating committee would like to formally nominate Bonnie Russell as the next board president, as well as Sariah Toronto as board vice president and Adam Weinacker as board secretary.
   iii. Adam noted that additional nominations for officers may be made from the floor at the meeting in June if anyone is interested in stepping forward.

**VI. BOARD PRESIDENT’S REPORT**

a. Adam let the board know that he and Executive Director Noah Baskett are meeting with another potential board candidate, since board members Lu Marzulli and Cathy Stokes will reach their term limit at the end of June.

b. He noted that he and Noah are aiming for representation across all the city’s districts. To that end, they are reaching out to various community boards in districts where the board is missing representation.

c. There was previously discussion about a member of city council joining the board, but they have determined not to move forward because of potential conflicts.

d. The executive committee is also still working with a contractor on updating the board’s conflict of interest policy and creating a process for evaluating the Library executive director.

**VII. DIRECTOR’S REPORT**

a. Noah expressed appreciation to Bonnie Russell and Sariah Toronto for agreeing to serve on the executive committee. He noted that he’s participating in the meeting virtually as he’s in Los Angeles participating in the Urban Library Council’s CEO roundtable, including 50 other library CEOs and executive directors throughout North America. They are gathered to share strategies and best practices for managing the needs of urban libraries.

b. He reviewed highlights from the [May Director’s Report](#).

   i. This month, the Library hosted a variety of spring programs, including nature storytimes and walks, a sustainability presentation at Marmalade, and gardening fundamentals workshops at the Main library.

   ii. The Library is partnering with ABC4 on a recurring segment highlighting book recommendations from librarians on different topics every month.
c. Library Foundation
   i. Noah has been working with the Friends of the Library to look at how to move forward together as the Library aims to engage more with philanthropy. He plans to launch a foundation in a coordinated effort with the Friends.
   ii. They will be adding foundation board members from the community who are engaged locally in philanthropy. Noah is in the process of connecting with folks who may be interested in serving on this board or who may have connections with others who may be interested.

d. 90 Day Review
   i. When Noah joined the Library, he expressed his goals for getting to know the system within the first 90 days. He’s now been with the library for 150 days and wanted to be sure he followed up on his promise of a report on his findings.
   ii. Noah presented his 90 day findings using these slides.
   iii. He feels the Library’s strengths are:
       1. Committed people and remarkable spaces
          a. We have a strong reputation throughout North America for having wonderful spaces.
       2. Strong city and community support and use
          a. We’re growing our number of active patrons faster than the city itself. Last year, the city grew by 4,200 residents and the Library grew by 7,500 active patrons.
       3. Forward-thinking leadership
          a. Staff are innovative in how they approach serving library patrons.
   iv. The challenges he’s seen within the system are:
       1. Activities rich, systems to be improved
          a. Over the last year, the Library hosted 325 different programs. Our systems can be improved, like our criteria for selecting programming. This is why an update to our programming policy has been proposed.
          b. We want to improve our performance management and active recruitment processes to assure our staff reflect the diversity of the city.
       2. Inertia driven rather than strategy driven
          a. Noah has spoken with every department director across the system and has discovered that the 2017 strategic roadmap is not being used in department planning.
          b. He would like to see the system guided by strategy rather than inertia.
       3. Culture of mistrust and confusion
          a. The Library has been through a lot over the last several years, including the COVID pandemic and transitions in leadership. To have a thriving Library system, trust must be improved.
   v. Noah’s priorities for FY25:
      1. Steward and strengthen organizational culture.
         a. Staff as cultural ambassadors for the library system and leadership as a broadly shared task.
         b. Building intentional listening across organizational boundaries.
      2. Align structures with mission
         a. Establish an annual planning process.
         b. Organizational and Executive Leadership Team (ELT) structure adjustments.
         c. Develop leadership training for managers and bring on additional assistant managers.
d. Clarify decision rights.

3. Review and Evaluate
   a. Refine ROI calculations so we can clearly demonstrate to the city council and stakeholders the value of approving the investment in the City Library’s budget.
   b. Evaluate partnership impact - Deanna’s team is doing a great job managing partnerships with community organizations across the city.
   c. Staff are interested in a process for better support through performance management.
   d. Evaluation of current programs and services. Staff have already begun great work on this.

4. Look around Corners, preparing for our future
   a. Laying groundwork for the next strategic planning process, which will likely be in about 12 months time.
   b. Would like to launch a foundation by the end of the calendar year.
   c. We’ve received verbal support for a bond and have much to prepare for that process.
   d. Launching an initial expression of services in the Ballpark area.

   e. Adam noted that he, Noah, and Assistant Director of Finance Tyler Bahr presented the Library’s FY25 proposed budget to City Council and the feedback was very positive. He credited the positive response to Noah’s team proactively working to keep the council informed of the Library’s needs throughout the process of forming the FY25 request.
      i. Board Member Sariah Toronto expressed excitement about the forthcoming foundation. Noah responded that the timeline is ambitious, but hopes to share more detail next month.

   f. Adam asked about progress on the roof renovation.
      i. Noah replied that roof renovation work continues to move forward well. The construction team is running up against increased costs, but the Library team has expressed that they can’t increase the budget for the project any further. They’re making final decisions based on the budget available.
      ii. The concrete ramp will be poured next week.

   g. Board Member Lu Marzulli asked about updates on collective bargaining with staff.
      i. Noah noted that several staff members provided public comment about collective bargaining at the April board meeting. He invited legal counsel to provide a full update during the closed portion of the meeting today.

VIII. CLOSED SESSION
   a. The board moved to enter closed session for the purposes of discussing collective bargaining.
   b. Board members Lu Marzulli, Carol Osborn, Sarah Reale, Bonnie Russell, Sariah Toronto, and Adam Weinacker all voted in favor. The motion passed and the board entered closed session at 4:53pm.
   c. The board exited the closed session at 5:23pm.

IX. ADJOURN
   a. The board moved to adjourn the meeting.
   b. Board members Lu Marzulli, Carol Osborn, Sarah Reale, Bonnie Russell, Sariah Toronto, and Adam Weinacker all voted in favor. The motion passed and the meeting adjourned at 5:23pm.

UPCOMING SCHEDULE
The next will be held
Monday June 24, 2024, 4:00pm
Main Library, 210 East 400 South, Salt Lake City, UT 84114
With a virtual option via Google Meet