



MURRAY CITY LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

November 15, 2023

05:30 PM

166 E 5300 S Murray, UT

CALL MEETING TO ORDER

Present: Ali Lyddall, Sage Fitch, Dustin Lewis, Wini DeMann

Excused: Jessica Miller, Joelle Rasmussen, Kirsten Woodbury

Others: Kim Fong, Murray Library Director; Julia Pehrson, Murray Library Assistant Director; Brittney Casad, Murray Library Staff; G.L. Critchfield, Murray City Attorney; Mark Richardson, Assistant City Attorney; Steve Petersen, Murray Citizen

Chairman Lyddall called the meeting to order at 5:33 p.m.

APPROVAL OF MINUTES

The minutes for the October 2023 meeting were approved, as written, on a motion by Sage Fitch. This was seconded by Vice Chairman Lewis and voting was unanimous in favor.

CITIZEN COMMENT(S)

Those wishing to have their comments read into the record may send an email by 5:00 p.m. the day prior to the meeting date to kfong@murray.utah.gov. Comments are limited to three minutes or less (approximately 300 words for emails) and must include your name and address.

Steve Petersen stated how much he loves the Murray Library. He appreciates the app and loves how when one of his book requests is purchased it is automatically placed on hold for him.

REPORT(S)

- 1) Financial Report
- 2) Director's Report

1. Financial Report, Kim Fong

Agenda Attachments

1. [boardbudgetreportnov2023.pdf](#)

1) 33% of the year has lapsed and everything is pretty well on budget. Sage Fitch asked if Murray City provides snow removal services to the library and the answer was yes. Steve Petersen asked if employees are compensated for being part of professional organizations and if that is similar to the County and City library systems. Director Fong answered that registration for those groups, such as ALA, are paid for by the employee. However, the costs for attending a conference will be paid for by Murray City. She believes that is similar to what the County and City library systems do. A motion to receive and file the financial report was made by Vice Chairman Lewis. This was seconded by Wini DeMann and voting was unanimous in favor.

2) Assistant Director Pehrson shared a handout of circulation statistics and gave a short presentation on

how the 2023 and 2022 circulation statistics compare. Sage Fitch asked if there is a sufficient budget for materials in order to meet demand. Assistant Director Pehrson answered that there is not in reference to digital books, but added that assessing the demand for digital titles versus physical titles is very different in large part because of convenience. Chairman Lyddall asked if there are plans to continue offering mobile hotspots. Director Fong responded that despite this being the last year that any of the renewal costs are covered by a grant she plans on continuing to offer them to the public.

TRAINING

Open Meetings training, Murray City Attorneys

Murray City Attorney G.L. Critchfield and Assistant Attorney Mark Richardson gave a presentation on the Open and Public Meetings Act.

NEW BUSINESS ITEM(S)

None

ANNOUNCEMENTS AND QUESTIONS

None

ADJOURNMENT

A motion to adjourn was made by Vice Chairman Lewis and seconded by Sage Fitch. Voting was unanimous in favor and the meeting was adjourned at 6:24 p.m.

NEXT MEETING

The next scheduled meeting will be held on **Wednesday, January 17, 2024, at 5:30 p.m. MST located at 166 E 5300 S Murray, Utah.**

Special Accommodations for the hearing or visually impaired will be made upon a request to the office of Murray City Recorder (801-264-2662). We would appreciate notification two working days prior to the meeting. TTY is Relay Utah at #711.

Committee members may participate in the meeting via telephonic communication. If a Committee member does participate via telephonic communication, the Committee member will be on speakerphone. The speakerphone will be amplified so that the other Committee members and all other persons present will be able to hear all discussions.

At least 24 hours prior to the meeting, a copy of the foregoing notice was sent to the City Recorder to post in conspicuous view in the front foyer of the Murray City Center, Murray, Utah. A copy of this notice was also posted on Murray City's internet website www.murray.utah.gov and the state noticing website at <http://pmn.utah.gov>.

33% of year lapsed					
FULL ACCT	ACCT DESCRIPTION	TYPE	2024 Budget	Remaining Funds	Percent Used
23-0000-31110	Real Property Taxes	R	-2,504,413.00	-2,472,052.89	1.29
23-0000-31120	Personal Property Taxes	R	-100,000.00	-74,850.53	25.15
23-0000-31130	Motor Vehicle Fee-In-Lieu	R	-125,000.00	-92,111.14	26.31
23-0000-31150	Prior Year's Tax Redemptions	R	-20,000.00	-17,071.43	14.64
23-0000-33200	State Grants	R	-13,395.00	-11,811.00	11.83
23-0000-34110	Copies and Printing Fees	R	-3,500.00	-1,552.89	55.63
23-0000-35125	Library Fines	R	-15,000.00	-8,273.96	44.84
23-0000-36100	Interest Income	R	-186,000.00	-44,099.61	76.29
23-2301-41100	Regular Employees	E	831,966.00	566,431.06	31.92
23-2301-41110	Seasonal/Part Time Employees	E	170,000.00	127,303.69	25.12
23-2301-41200	Social Security	E	76,848.00	53,865.79	29.91
23-2301-41300	Group Insurance	E	147,096.00	98,919.91	32.75
23-2301-41400	Retirement	E	176,638.00	120,237.24	31.93
23-2301-41500	Worker Comp	E	670.00	391.78	41.53
23-2301-42030	Tuition Reimbursement	E	2,500.00	0.00	100.00
23-2301-42040	Service Awards	E	500.00	350.00	30.00
23-2301-42125	Travel & Learning	E	12,000.00	9,821.05	18.16
23-2301-42140	Supplies	E	15,000.00	10,859.40	27.60
23-2301-42170	Small Equipment	E	13,800.00	8,564.16	37.94
23-2301-42180	Miscellaneous	E	28,990.00	20,561.27	29.07
23-2301-42505	Building & Grounds Maintenance	E	75,000.00	41,388.90	44.81
23-2301-42510	Equipment Maintenance	E	83,000.00	53,140.25	35.98
23-2301-42730	Credit Card Fees	E	2,000.00	1,506.93	24.65
23-2301-43000	Professional Services	E	60,000.00	52,881.55	11.86
23-2301-44000	Utilities	E	30,000.00	20,595.22	31.35
23-2301-44010	Internet/Telephone	E	6,500.00	5,921.03	8.91
23-2301-45920	Reserve Buildup	E	573,923.00	573,923.00	0.00
23-2302-42110	Children's Books	E	59,800.00	38,636.03	35.39
23-2302-42111	Children's Audio Visual	E	7,560.00	5,649.44	25.27
23-2302-42112	Children's Audio Books	E	10,400.00	9,900.19	4.81
23-2302-42113	Children's E-books	E	16,200.00	10,690.65	34.01
23-2302-42600	Children's Programs	E	4,000.00	3,284.16	17.90

23-2303-42110	Young Adult Books	E	14,040.00	9,635.90	31.37
23-2303-42112	Young Adult Audio Books	E	10,000.00	7,715.01	22.85
23-2303-42113	Young Adult E-books	E	19,160.00	12,642.90	34.01
23-2303-42600	Young Adult Programs	E	2,000.00	1,252.77	37.36
23-2304-42110	Adult Books	E	54,000.00	31,762.86	41.18
23-2304-42111	Adult Audio Visual	E	32,000.00	22,616.79	29.32
23-2304-42112	Adult Audio Books	E	10,000.00	6,958.70	30.41
23-2304-42113	Adult E-Books	E	110,760.00	65,366.24	40.98
23-2304-42114	Adult Periodicals	E	2,800.00	-342.89	112.25
23-2304-42600	Adult Programs	E	2,000.00	1,693.50	15.33
23-2362-42140	Grant Supplies	E	495.00	495.00	0.00
23-2370-47200	Buildings	E	169,524.00	169,524.00	0.00
23-2390-49000	Risk Assessment	E	13,637.00	10,229.00	24.99
23-2390-49310	Admin Cost Wages	E	91,876.00	72,962.00	20.59
23-2390-49311	Admin Cost O&M	E	30,625.00	21,812.00	28.78