

HANDOUT #2



WASATCH COUNTY LIBRARY

465 E 1200 S

HEBER CITY, UT 84032

435-654-5155

WASATCHLIBRARY.ORG

**Wasatch County Library
Library Board Meeting Minutes
Friday, October 13, 2023**

Hybrid meeting: Electronic meeting held via Zoom, with in-person anchor location in the Board Room, Wasatch County Library.

In attendance in person: Amber Koecher, Member-at-large; Cristina Spicer, Vice-Chair; Angela Edwards, Library Assistant Director; Juan Lee, Library Director.

In attendance virtually: Danny Goode, Secretary.

Excused: Mitzi Nelson, Board Chair; Luke Searle, County Council Representative.

1. Call to Order & Welcome: 1:32 PM – Amber Koecher, Member-at-large.

2. Public Comment: No members of the public attended the meeting, and no comments were submitted.

3. Approval of Minutes:

A. **MOTION** to approve the Minutes of the regular Board meeting held on August 18, 2023, by Cristina. Seconded by Amber. Motion passed.

B. **NOTE:** The regular meeting scheduled for September 15, 2023, was canceled.

4. Consent Agenda Items

A. Library Director's Report.

- Juan presented the Director's Report of Activities for August and September 2023 and discussed two topics not included in the report:
 - **Cancellation of LSTA grant for makerspace.** Juan talked with library staff, the consultant from the State Library, and the State Grants Coordinator and decided to CANCEL the library grant awarded by the State Library for \$35,162.00 to recondition the computer lab and build a "creative space." The reason is that the Smithsonian exhibition will consume all staff time and attention for the next few months, and we will not be able to complete the grant project as thoroughly as needed.
 - **Patron complaint.** Juan received a complaint from a resident about the website posting announcing the library closure on October 9, 2023. The resident objected to the "celebration" of Columbus Day, the reference in the posting about Canadian Thanksgiving, and only a passing reference of acknowledgment to Native Americans. Juan responded with an apology for adding editorial comments in a notification about the library not being open for service. Juan clarified that "Columbus Day" is the official name of the holiday in Wasatch County's resolution 22-21, establishing the 2023 holiday schedule. In the future, library notifications about closures due to observed holidays will continue to use the official names noted in the resolution.

B. Report of Year-to-date Expenditures.

- Juan presented the updated report of expenditures as of the end of September 2023. Some line items in the budget are overspent, and some others are underspent. We should end the year with a positive fund balance.
 - Juan discussed that the expenditures for Utilities (specifically gas) are much higher than anticipated. The Manager's Office as well as the County Clerk/Auditor's Office, are aware of

the situation and continue to investigate why the expenditures have been so high compared to previous years.

- Juan discussed the County Managers' preliminary "Truth-in-taxation" (TNT) presentation on [09/13/2023 to the County Council](#). Juan is unsure if the Council will approve a TNT public hearing for the library in 2023. Juan will communicate with the Board as soon as there is more information.
 - The TNT proposal intends to increase library revenues by \$350,000 for the following priorities:
 - Eliminate the need for subsidy from the General Fund
 - Grow the library facilities replacement fund by \$100,000
 - Fund the implementation of "Cost of Living Adjustments" (COLA) and step increases in staff compensation
 - Add 1 full-time position to increase community activities

5. Business

A. **MOTION** to approve the update to the Library's Collection Development Policy with the following three modifications made by Cristina. Seconded by Danny. Motion passed:

- (1) Add to the second bullet in section 2.12.1 the following statement: *"The submitted statement of concern is considered a public record and subject to the Government Records Access and Management Act (GRAMA) pursuant to UCA 63G-2-202(1)"*.
- (2) Add in 2.15 Statement of Concern form the following statement: *"I understand that the submitted statement of concern is considered a public record and subject to the Government Records Access and Management Act (GRAMA) pursuant to UCA 63G-2-202(1)"*.
- (3) The second paragraph in 2.5 should read: *"The addition of any item to the library collection in no way represents an endorsement by the library of any theory, idea or policy contained in it or in association of any kind with the author or creator of the material. Generally, the selection of materials will be based on the following criteria:"*

B. **REPORT**: Attendance at the American Library Association annual conference. – Tabled for the future.

C. **UPDATE**: Smithsonian exhibition Crossroads: Change in Rural America, 11/04/2023 – 01/12/2024. Juan and Angela presented the calendar of activities associated with the Crossroads exhibition.

- **URGENT NEED**: Trustees willing to serve as docents for a 2-hour shift once per week need to take the docent training presented by staff from the Utah Museum of Fine Arts. [Please register HERE](#).
- **URGENT NEED**: Trustees will be needed to assist with picking up the refreshments from the vendors on the morning of Saturday, November 4, 2023. Contact Angela Edwards at 435-654-1511 ext. 4932 for details.

D. **DISCUSSION**: Library Director's annual performance evaluation. – Tabled for the future.

6. Call for Agenda Items for Next Meeting:

- A. **UPDATE**: XR Exhibition.
- B. **DISCUSSION**: Community growth and the library's response.

Motion to adjourn the meeting by Cristina at 2:34 PM. Seconded by Amber. Motion passed.

Next meeting: Friday, November 17, 2023, 1:30 PM.