



**Wasatch County Library**  
**Library Board Meeting Minutes**  
**Friday, January 17, 2024**

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

**In attendance in person:** Mitzi Nelson, Board Chair; Angela Edwards, Library Assistant Director; Juan Lee, Library Director.

**In attendance virtually:** Cristina Spicer, Vice-Chair; Amber Koecher, Member-at-large; Danny Goode, Secretary.

**1. Call to Order & Welcome:** 1:33 PM – Mitzi Nelson, Board Chair.

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

**3. Approval of Minutes:**

- A. **MOTION** to approve the Minutes of the regular Board meeting held on October 13, 2023.
  - Motion by Amber. Seconded by Cristina. Approved.
- B. **MOTION** to approve the Minutes of the regular Board meeting held on November 17, 2023.
  - Motion by Cristina. Seconded by Mitzi. Approved.

**4. Consent Agenda Items**

- A. Library Director's Report.
  - Juan presented the Director's Report of Activities for 11/15/2023 to 01/17/2024:
    - Juan expressed appreciation for the Senior Center staff who facilitated the use of their facilities for various meetings and events during the Smithsonian exhibition.
- B. Report of Year-to-date Expenditures.
  - Juan presented the updated report of expenditures as of the end of December 2023. Some line items in the budget are overspent, and others are underspent. It will take time a few more weeks to finalize the 2023 budget, but so far, we have overspent by about \$17,000. Two overspent line items were GL 260-000 Buildings, grounds, supplies, and maintenance (\$24,000) and GL 270-000 Utilities (\$27,000). Still, the library ended with a positive fund equity of over \$172,000.

**5. Business**

- A. UPDATE: Smithsonian exhibition Crossroads: Change in Rural America
  - Packing went well, and the exhibition arrived at the next stop in the Utah tour.
  - Thank you to all for the support during the exhibition.
  - **TO DO** – Mitzi will write Thank You notes on behalf of the Library Board to:
    - County Managers Office – Dustin Grabau, Heber Lefgren, Tierra Cooper.
    - Tom Bonner, Director of Parks & Recreation.

- Terry Ekker, Director of Public Works. Thank you to the Public Works crew who continuously helped the library during the exhibition. Especially Dave Van Wagoner, JR Coleman, and Alex Farrell.
- All Council Members.
- Mike Winward, Director of Senior Center.
- Megan Van Frank, Utah Humanities.

B. DISCUSSION: TNT, community growth, and the library's response.

- Brief recap about the “Truth-in-taxation” (TNT) process. The County Council held the TNT public hearing for the library on December 6, 2023. It was approved.
  - The TNT proposal intends to increase library revenues by \$400,000 for the following priorities:
    - Eliminate the need for a 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 and focus on expanding services for tweens and teens.

C. DISCUSSION: Update to the Meeting Room Policy.

- Juan gave the context for the proposed meeting room policy changes. The study rooms and meeting spaces continue to be used heavily. We have increased requests to use the Bowcutt Room for private events (including parties). Also, groups and individuals need periodic and recurring reservations for long periods of time. This presents problems with using the room for library events for the rest of the year.
- Board members discussed priority uses for the Bowcutt Room. Hosting private parties is not a priority for the library, as there are other resources in the community that can be used for that purpose.
  - **TO DO** – Library Board Members will contribute the names of places/spaces in Wasatch County for residents to hold meetings and parties. Angela and Juan will take the information and create a referral resource for library staff.
- Juan asked Board members to read the meeting room policy redline document and be prepared to continue the discussion at the next meeting.
- **TO DO** – Juan will create a record/archive of programming calendars and a record/archive of meeting room use.

D. DISCUSSION: Re-purposing the computer lab into a Maker Space. – Discussion was tabled for the next meeting.

**6. Call for Agenda Items for Next Meeting:**

- A. DISCUSSION: Update to the Meeting Room Policy.
- B. DISCUSSION: Re-purposing the computer lab into a Maker Space.

**The meeting was adjourned at 2:56 PM.**

Next meeting: Friday, February 16, 2023, 1:30 PM.