



MURRAY CITY LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

October 16, 2024

05:30 PM

166 E 5300 S Murray, UT

CALL MEETING TO ORDER

Present: Ali Lyddall, Dustin Lewis, Kirsten Woodbury, Joelle Rasmussen, Wini DeMann, Jessica Miller

Excused: Sage Fitch

Others: Kim Fong, Murray Library Director; Julia Pehrson, Murray Library Assistant Director; Emily Hathorn, Murray Library Staff

Chair Lewis called the meeting to order at 5:30 p.m.

APPROVAL OF MINUTES

The minutes for the meeting were approved, as written, on a motion made by Joelle Rasmussen. This was seconded by Wini DeMann and voting was unanimous in favor.

CITIZEN COMMENT(S)

Comments will be limited to three minutes for individuals (approximately 300 words for emails) and to five minutes for a spokesperson, recognized as representing a group in attendance. Please begin by stating your name and city of residence. 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. Other than this Public Comment section of the meeting or a required public hearing, members of the public may observe but will not be allowed to participate (speak) in the meeting.

None

REPORT(S)

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

1. Financial Report, Kim Fong

Agenda Attachments

1. [boardbudgetreportnov2024.pdf](#)

1) Financial Report: 25% of the 2024 fiscal year has lapsed. An updated version of the report was provided and discussed. Director Fong stated there have been some larger purchases in the miscellaneous fund which is causing that to be high but everything else is where it should be. A motion to receive and file the financial report was made by Kirsten Woodbury. This was seconded by Joelle Rasmussen and voting was unanimous in favor.

2) Director's Report: Director Fong shared a handout showing the Murray Library Staff Organizational Chart. The library has had some organizational changes involving the collection development team and the programming team. Instead of those two teams being separate, the

programming team will help with collection development. Director Fong stated that this change will give employees a full range of professional experience in their work at the library. There will be a Senior Librarian over Adult Services and a Senior Librarian over Youth Services. Director Fong said that the hope is to concentrate on having a better idea of what is best for library patrons based on their age group.

OLD BUSINESS

Action Item: Close meeting to discuss real estate procurement.

Ali Lyddall made a motion to move into a closed session to discuss real estate procurement. This was seconded by Kirsten Woodbury and a roll call vote was made.
The vote count is as follows:

Ayes:

Ali Lyddall
Kirsten Woodbury
Joelle Rasmussen
Wini DeMann
Jessica Miller

Noes:

None

Jessica Miller made a motion to come back into open session. This was seconded by Joelle Rasmussen and a roll call vote was made.
The vote count is as follows:

Ayes:

Kirsten Woodbury
Joelle Rasmussen
Wini DeMann
Jessica Miller
Ali Lyddall
Dustin Lewis

Noes:

None

The meeting was reopened at 6:04 p.m.

NEW BUSINESS ITEM(S)

Action Item: Plan course of action for Director evaluation.

Chair Lewis proposed that Director Fong prepare a summary of the activities that she has engaged in over the course of the year to share in a closed session at the next meeting as part of Director Fong's evaluation.

Voting was unanimous in favor.

ANNOUNCEMENTS AND QUESTIONS

Chair Lewis proposed that the meeting for November be moved from the 20th to the 13th to allow board members to attend the Murray City recognition dinner on November 20, 2024.

A motion was made by Ali Lyddall to change the Board Meeting for November from the 20th to the 13th.

This was seconded by Wini DeMann and voting was unanimous in favor.

ADJOURNMENT

A motion to adjourn was made by Kirsten Woodbury and seconded by Ali Lyddall. Voting was unanimous in favor. The meeting was adjourned at 6:13 p.m.

NEXT MEETING

The next scheduled meeting will be held on **Wednesday, November 13, 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>.

25% of year lapsed					
FULL ACCT	ACCT DESCRIPTION	TYPE	CY_REVISED_BUD	CY_REMAIN_BUD	CY_PCT_USED
23-0000-31110	Real Property Taxes	R	-2,576,960.00	-2,557,629.64	0.75
23-0000-31120	Personal Property Taxes	R	-100,000.00	-80,902.02	19.10
23-0000-31130	Motor Vehicle Fee-In-Lieu	R	-125,000.00	-101,312.02	18.95
23-0000-31150	Prior Year's Tax Redemptions	R	-35,000.00	-30,547.86	12.72
23-0000-33200	State Grants	R	-15,500.00	-15,500.00	0.00
23-0000-34110	Copies and Printing Fees	R	-3,500.00	-2,061.02	41.11
23-0000-35125	Library Fines	R	-15,000.00	-10,763.26	28.24
23-0000-36100	Interest Income	R	-265,000.00	-188,409.14	28.90
23-0000-39400	Use of Reserves	R	-98,296.00	-98,296.00	0.00
23-2301-41100	Regular Employees	E	959,194.00	748,692.51	21.95
23-2301-41110	Seasonal/Part Time Employees	E	150,000.00	122,272.60	18.48
23-2301-41200	Group Insurance	E	85,054.00	67,271.89	20.91
23-2301-41300	Retirement	E	176,672.00	139,974.46	20.77
23-2301-41400	Worker Comp	E	193,286.00	151,097.93	21.83
23-2301-41500	Unemployment	E	1,164.00	1,068.51	8.20
23-2301-42030	Service Awards	E	2,500.00	2,500.00	0.00
23-2301-42040	Travel & Learning	E	500.00	500.00	0.00
23-2301-42125	Supplies	E	12,000.00	6,662.47	44.48
23-2301-42140	Small Equipment	E	15,000.00	11,907.35	20.62
23-2301-42170	Miscellaneous	E	14,000.00	2,819.66	79.86
23-2301-42180	Building & Grounds Maintenance	E	29,000.00	27,476.38	5.25
23-2301-42505	Equipment Maintenance	E	90,000.00	62,392.04	30.68
23-2301-42510	Credit Card Fees	E	83,000.00	81,885.40	1.34
23-2301-42730	Professional Services	E	2,000.00	1,489.74	25.51
23-2301-43000	Utilities	E	30,000.00	21,396.43	28.68
23-2301-44000	Internet/Telephone	E	30,000.00	21,458.48	28.47
23-2301-44010	Reserve Buildup	E	4,000.00	3,537.73	11.56
23-2301-45920	Children's Books	E	627,900.00	627,900.00	0.00
23-2302-42110	Children's Audio Visual	E	59,800.00	48,430.67	19.01
23-2302-42111	Children's Audio Books	E	7,060.00	5,467.89	22.55
23-2302-42112	Children's E-books	E	10,400.00	9,068.48	12.80
23-2302-42113	Children's Programs	E	16,200.00	12,657.41	21.87

23-2302-42600	Young Adult Books	E	4,000.00	3,789.92	5.25
23-2303-42110	Young Adult Audio Books	E	14,040.00	12,170.40	13.32
23-2303-42112	Young Adult E-books	E	7,500.00	6,264.01	16.48
23-2303-42113	Young Adult Programs	E	19,660.00	15,604.93	20.63
23-2303-42600	Adult Books	E	2,000.00	1,945.23	2.74
23-2304-42110	Adult Audio Visual	E	54,000.00	42,247.19	21.76
23-2304-42111	Adult Audio Books	E	34,500.00	29,469.98	14.58
23-2304-42112	Adult E-Books	E	10,000.00	8,870.08	11.30
23-2304-42113	Adult Periodicals	E	113,260.00	88,428.49	21.92
23-2304-42114	Adult Programs	E	3,300.00	3,060.80	7.25
23-2304-42600	CLEF Supplies	E	2,000.00	1,917.05	4.15
23-2363-42140	Small Equipment	E	5,000.00	5,000.00	0.00
23-2370-47200	Infrastructure	E	218,296.00	218,296.00	0.00
23-2390-49000	Capital Projects Transfer	E	15,539.00	12,949.00	16.67
23-2390-49241	Admin Cost Wages	E	0.00	0.00	0.00
23-2390-49310	Admin Cost O&M	E	99,323.00	87,575.00	11.83
23-2390-49311	Admin Cost	E	33,108.00	23,549.00	28.87