

**Salt Lake County Library Board of Directors
October 28, 2024
Daybreak Branch
Draft Until Approved by the Board**

Board Attendees:

Spencer Romney, Chair
Anastasia Morgan
Kaati Tarr

Board Attendees:

Nancy Thorne
William (Bill) Scarber
Councilmember Suzanne
Harrison

Excused Board Member(s):

Hollie Pettersson, Vice Chair
Steven Sokol

Other Attendees:

Joey McNamee
Christa Warren
Jackie Standing
Matt McLain
Susan Spicer

Megan Smith
Elliot Fenech
Leslie Schow
Melissa Haslam

Carrie Hackworth
Erin Rigby
Leslie Webster
Sara Neal

Other Attendees on Webex:

Brent Roberts (Help
Desk)
Bob
Kim Welch
Melodie Ashley
Trudy Jorgensen-Price

Robin Chalhoub
Isaac Higham
Liz Anguiano
Steve Van Maren

Alexis Aires
Kathy Christiansen
Maggie Mills
Terrah Anderson

Spencer Romney, Board Chair, called the board meeting to order at 12:33 PM.

Welcome – Joey McNamee, Library Director

Director, Joey McNamee, welcomed everyone to the meeting and thanked them for being willing to change the location from our Tyler Branch in Midvale to our Daybreak Branch for the Net Zero event. There was an unavoidable scheduling issue, which changed the event from the board meeting date to October 18. A tour will be provided at the end of this meeting to get background information on achieving that goal.

The board was introduced to Jackie Standing, who most recently worked for Parks and Recreation, but worked for the library previous to that role. Jackie will be supporting Joey and Melissa Haslam. Robert “Bobby” Sampson (not in attendance) has also joined the Community Services department as the Associate Director. The library reports to Community Services within the county organization. We are excited to have both individuals join the team.

Approve Minutes from the August 26 and September 23, 2024 Board Meetings

Councilmember Suzanne Harrison made a motion to approve the minutes from the August 26 and September 23, 2024 Library Board Meetings. Anastasia Morgan seconded the motion. The motion passed unanimously.

Suzanne Harrison – aye

Anastasia Morgan – aye
Bill Scarber – aye
Hollie Pettersson – N/A
Kaati Tarr – aye
Nancy Thorne – aye
Spencer Romney – aye
Steven Sokol – N/A

Public comments:

No comments.

Correspondence – Joey McNamee, Library Director

Joey McNamee shared correspondence from a colleague about the Read Together Program at the jail library. This program allows families to read a book together and then take a book home after visiting an incarcerated individual. The program is funded by the library system and supplemented from programs, such as the Summer Reading Program.

Employees at the jail shared their observations with the program.

- A grandfather came to visit his granddaughter's father. Both the grandfather and father were surprised with the granddaughter's literacy skills and now they read at every visit.
- A lady was overjoyed to find books for older individuals. The staff member noted the lady's smile resulted in a positive experience, even for those not involved in the program.
- A mother, who just got out of the hospital, came to visit her partner during a difficult time for their family. The ability to take home books to her children, and say they were from their father, was an invaluable gift.

Getting books into homes is important for the overall health of an individual. The Read Together Program is a perfect example of how reading can make a difference.

AGENDA ITEMS

Introduction to Daybreak Branch – Leslie Schow, Branch Manager

Daybreak Manager, Leslie Schow, welcomed the board. The Daybreak branch is LEED Gold and now Net Zero certified. The building has 512 solar panels, geothermal heating and cooling, no natural gas, and 23 solar tubes that act like skylights. The branch received a Net Zero certificate and plaque after sending in one year's worth of information to show the building produced 102% of the power used. The Daybreak Branch is contributing to the power grid instead of pulling from it.

Leslie was congratulated on her Net Zero Certification. Daybreak was built to be energy efficient, but there were multiple actions that the staff had to complete to help reach this

certification. Example of these tasks includes making sure the 3D printer was turned off overnight and determining when the drinking fountain should be operational. The Daybreak staff were thanked for helping reach this goal.

Other interesting building features include the new staircase and retaining wall in the landscape. Patrons who park on the street have mobility issues when climbing the hill. Daybreak has five study rooms, frequented by students and remote workers. A rooftop garden and atrium are enjoyed during favorable weather conditions. They are a popular gathering and meeting place for friends. The Create space is one of the larger rooms in the library system and will soon be seeing more patrons for the holiday season.

There is some confusion regarding if the Daybreak Branch is only for residents. The library is continuing to promote availability for all county members. The branch recently started partnering with Volunteers of America (VOYA), who helps with unsheltered patrons and other issues that arise from being the end of a TRAX line. Other outreach opportunities include schools, refugee communities, and working with American Sign Language (ASL) groups.

Branch staff were recently invited to participate in a neighborhood pumpkin walk to increase collaboration with Live Daybreak. An estimated 2,500 people attended the walk. Stories were shared including a man who said he would only take a goodie bag if there was a library card included. A card was not included, but the bag did have a QR code to sign up for one. Another individual stated she asked her daughter what she wanted to do for her birthday. Her one wish was to visit the library.

An image was shown to the board highlighting the new Downtown Daybreak area. Arrows pointed out the library, a new Salt Lake County performing arts center, and the upcoming Bees Baseball Stadium. The Bee's home opener has been announced for April 8, 2025. A Megaplex Theater is another expected addition to the downtown area.

Thank You to Nancy Thorne and Hollie Pettersson – Joey McNamee, Director

Hollie Pettersson announced last month that she has taken a new job and is unable to continue participating with the board. We are sad to see her go. She has been a great member and we have been grateful for her support over the last few years.

We also want to thank Nancy Thorne, who is rotating off the board soon. Nancy is someone who has brought leadership and enthusiasm. She is someone we can turn to for subcommittees and has set the bar for what board members can be. We wish her the best in her next adventure.

2025 Meeting Schedule – Melissa Haslam, Office Manager

The 2025 meeting schedule was provided to the board with meetings continuing on the 4th Monday. Some dates were changed to account for holidays. Email invites will be sent out soon. The next board meeting is December 9 at the Sandy Branch, which is slated for a remodel in the near future.

Action Item – Decommission Policies – Erin Rigby, Policy & Procedure Chair

Erin Rigby expressed her happiness to be with the board and presented two policies for decommission.

- Customer Service Policy
 - This policy was never on the website.
 - It read more like a procedure statement and not a policy.
 - The information in this policy, such as [core values](#), [library behavior](#), and [ALA Bill of Rights](#), are covered elsewhere.
 - A guideline will still be available for internal staff.
- Background Checks for Presenters Policy
 - Replaced by [Criminal Background Check Policy & Procedure](#).
 - This policy was strictly about presenters where the new policy is more inclusive.

Bill Scarber made a motion to decommission these two policies. Anastasia Morgan seconded the motion. The motion passed unanimously.

Suzanne Harrison – aye
Anastasia Morgan – aye
Bill Scarber – aye
Hollie Pettersson – N/A
Kaati Tarr – aye
Nancy Thorne – aye
Spencer Romney – aye
Steven Sokol – N/A

Action Item – Closed Session to Discuss a Real Estate Matter – Joey McNamee, Director

Megan Smith, District Attorney, reminded the board members about laws around a closed meeting. The board needs five members as part of the quorum and 2/3 of the members present need to vote to close the meeting.

Chair, Spencer Romney, stated the board will vote to close the meeting to discuss a real estate matter regarding certain library locations. The meeting will take place today, October 28, in a Daybreak Branch meeting room.

In addition to the board members in attendance, the board invited Library Director, Joey McNamee, District Attorney, Megan Smith, Office Manager, Melissa Haslam, and Community Services Director, Robin Chalhoub to the closed session.

Bill Scarber made a motion to close the meeting to discuss a real estate transaction for the purposes stated. Anastasia Morgan seconded the motion. The motion passed unanimously.

Suzanne Harrison – aye
Anastasia Morgan – aye
Bill Scarber – aye

Hollie Pettersson – N/A
Kaati Tarr – aye
Nancy Thorne – aye
Spencer Romney – aye
Steven Sokol – N/A

The Salt Lake County Library Board Meeting was reopened at 1:45 pm

Anastasia Morgan moved to proceed with a Real Estate transaction, that is not yet available to the public and could jeopardize pricing and availability, as discussed during a closed session. Nancy Thorne seconded the motion. The motion passed unanimously.

Suzanne Harrison – aye
Anastasia Morgan – aye
Bill Scarber – aye
Hollie Pettersson – N/A
Kaati Tarr – aye
Nancy Thorne – aye
Spencer Romney – aye
Steven Sokol – N/A

Councilmember Suzanne Harrison and Kaati Tarr left the meeting at 1:50 pm.

Early Learning Program Overview – Susan Spicer, Early Learning Program Manager

Early Learning Program Manager, Susan Spicer, received the Sullivan Award for library services to children, from the American Library Association this year. Susan provided slides showing members of her department and a brief history of how they were established by former library leadership. Their goals include nurturing a love of reading and learning by preparing young children for school and life.

Libraries are the only free space for parents to get information about their children, including information on early growth and development. Children develop one million neurons over the first few years of their life. That time is critical to share reading and writing skills.

Reading is one of the most difficult things we do in life and it involves multiple portions of our brains. Someone can sound out a word, but it doesn't mean much if they are unable to understand the word they are sounding out. Many pieces are necessary and are especially important for those learning multiple languages.

In 2004, Susan and Jennifer Fay participated in new program called Every Child Ready to Read. Important elements to this program are talk, sing, read, write, and play. Those five things should be done every day to help children be ready for school.

Storytimes have morphed from kids sitting and listening to books, to a more interactive atmosphere where learning is enhanced through multiple actions. The library now has various types of storytime, which may include yoga elements, take place outside, or be held online during a pandemic.

The library also encourages learning at home with items such as Storytime to Go backpacks, take and make craft STEAM kits, or with programs such as 1,000 Books Before Kindergarten and Books for Baby. A variety of programs and activities are provided to engage patrons at various stages of life and learning.

South Main is a small reading room inside the South Main Clinic that provides books to kids visiting the clinic. Some of these younger patrons are in foster care or are refugees. They come in and select books that are provided in up to 31 languages.

The Storytime Summit is a favorite at the library. Librarians receive training in new techniques and strategies. The feedback is always positive. It is an effective way to help librarians teach kids and their family's literacy and life skills.

STAFF REPORTS

Director Report – Joey McNamee, Library Director

Joey McNamee mentioned that some of her report will be saved for December. The following items are time sensitive for the October meeting.

- Branch schedules will be modified for the holidays.
- The library is welcoming new applicants for board members.
 - We strive to provide diversity on the board and consider factors such as geography and occupation.
 - We would love to have someone with an educational background.
 - We have had a few applicants, but would like a few more as we move toward interviewing.

Finance & Operations Update – Leslie Webster, Associate Director of Administrative Services

Leslie Webster, Associate Director, mentioned a few items as part of the library finance and operations update.

- Elliot Fenech, IT Manager, is working on dashboards with data analytics and will be presenting that information to the board in the future.
- West Jordan Branch is now open after completing their lighting upgrade.
- As you take a tour of the Daybreak Branch, check out the new landscape stairs as mentioned a few meetings ago.
- Mayor Wilson presented her budget last week. Budget workshops are now being held weekly. The library budget is moving forward as requested and it will be included with the Community Services Department budget presentation on November 12. The board is invited to attend.

Marketing Update – Sara Neal, Marketing & Communications Manager

Sara Neal mentioned three events in her report.

- Three tv stations covered the NetZero Certification.
- Day of the Dead celebrations will be held at multiple branches. A large one will be held at the Kearns Branch on Saturday, November 2.
- Whitmore Branch has a 50th anniversary celebration on the November 15.

Personnel Report – Pamela Park, Human Resources Manager

40-Hour Merit Staff: 284
30-Hour Merit Staff: 78
20-Hour Merit Staff: 106
Substitute Temporary Staff: 98
Total: 562

Positions In Recruitment: 20

Anastasia Morgan made a motion to close the Salt Lake County Library Board Meeting. Bill Scarber seconded the motion. The motion passed unanimously.

Suzanne Harrison – aye
Anastasia Morgan – aye
Bill Scarber – aye
Hollie Pettersson – N/A
Kaati Tarr – aye
Nancy Thorne – aye
Spencer Romney – aye
Steven Sokol – N/A

The meeting ended at 2:08 PM. Daybreak manager, Leslie Schow, took interested members on a tour of the facility.