



# MURRAY CITY LIBRARY BOARD OF TRUSTEES

## NOTICE OF MEETING AND AGENDA

May 21, 2025

05:30 PM

166 E 5300 S Murray, UT

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### CALL MEETING TO ORDER

### APPROVAL OF MINUTES

### 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](mailto: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.

### REPORT(S)

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

1. Financial Report, Kim Fong

Attachments

1. [boardbudgetreportmay2025.pdf](#)

### OLD BUSINESS

### NEW BUSINESS ITEM(S)

Action Item--Review Unattended Children Policy

Action Item--Staff Day Closure June 9, 2025

1. Unattended Children Policy, Kim Fong

Attachments

1. [unattended children.pdf](#)

### ANNOUNCEMENTS AND QUESTIONS

### ADJOURNMENT

### NEXT MEETING

The next scheduled meeting will be held on **Wednesday, June 18, 2025, 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](http://www.murray.utah.gov) and the state noticing website at <http://pmn.utah.gov>.

| 83% 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  | -158,058.68   | 93.87       |
| 23-0000-31120      | Personal Property Taxes        | R    | -100,000.00    | -15,118.28    | 84.88       |
| 23-0000-31130      | Motor Vehicle Fee-In-Lieu      | R    | -125,000.00    | -34,716.62    | 72.23       |
| 23-0000-31150      | Prior Year's Tax Redemptions   | R    | -35,000.00     | -7,277.45     | 79.21       |
| 23-0000-33200      | State Grants                   | R    | -15,500.00     | -609.00       | 96.07       |
| 23-0000-34110      | Copies and Printing Fees       | R    | -3,500.00      | 2,133.67      | 160.96      |
| 23-0000-35125      | Library Fines                  | R    | -15,000.00     | 2,474.01      | 116.49      |
| 23-0000-36100      | Interest Income                | R    | -265,000.00    | 7,745.69      | 102.92      |
| 23-0000-36500      | Miscellaneous                  | R    | 0.00           | 3,425.14      | 0.00        |
| 23-0000-39400      | Use of Reserves                | R    | -98,296.00     | -98,296.00    | 0.00        |
| 23-2301-41100      | Regular Employees              | E    | 959,194.00     | 174,861.85    | 81.77       |
| 23-2301-41110      | Seasonal/Part Time Employees   | E    | 150,000.00     | 53,874.17     | 64.08       |
| 23-2301-41200      | Social Security                | E    | 85,054.00      | 19,479.39     | 77.10       |
| 23-2301-41300      | Group Insurance                | E    | 176,672.00     | 44,491.30     | 74.82       |
| 23-2301-41400      | Retirement                     | E    | 193,286.00     | 35,273.95     | 81.75       |
| 23-2301-41500      | Worker Comp                    | E    | 1,164.00       | 766.05        | 34.19       |
| 23-2301-42030      | Tuition Reimbursement          | E    | 2,500.00       | 2,500.00      | 0.00        |
| 23-2301-42040      | Service Awards                 | E    | 500.00         | 400.00        | 20.00       |
| 23-2301-42125      | Travel & Learning              | E    | 12,000.00      | 5,379.31      | 55.17       |
| 23-2301-42140      | Supplies                       | E    | 15,000.00      | 7,148.40      | 52.34       |
| 23-2301-42170      | Small Equipment                | E    | 14,000.00      | -1,882.17     | 113.44      |
| 23-2301-42180      | Miscellaneous                  | E    | 29,000.00      | 6,657.10      | 77.04       |
| 23-2301-42505      | Building & Grounds Maintenance | E    | 90,000.00      | 21,982.64     | 75.57       |
| 23-2301-42510      | Equipment Maintenance          | E    | 83,000.00      | 21,539.98     | 74.05       |
| 23-2301-42730      | Credit Card Fees               | E    | 2,000.00       | 181.59        | 90.92       |
| 23-2301-43000      | Professional Services          | E    | 30,000.00      | 18,548.86     | 38.17       |
| 23-2301-44000      | Utilities                      | E    | 30,000.00      | 8,187.06      | 72.71       |
| 23-2301-44010      | Internet/Telephone             | E    | 4,000.00       | 2,430.86      | 39.23       |
| 23-2301-45920      | Reserve Buildup                | E    | 627,900.00     | 627,900.00    | 0.00        |
| 23-2302-42110      | Children's Books               | E    | 59,800.00      | 18,168.78     | 69.62       |
| 23-2302-42111      | Children's Audio Visual        | E    | 6,060.00       | 2,186.96      | 63.91       |
| 23-2302-42112      | Children's Audio Books         | E    | 12,400.00      | 4,777.05      | 61.48       |

|               |                         |   |            |            |        |
|---------------|-------------------------|---|------------|------------|--------|
| 23-2302-42113 | Children's E-books      | E | 16,200.00  | 2,833.74   | 82.51  |
| 23-2302-42600 | Children's Programs     | E | 4,000.00   | 1,049.80   | 73.76  |
| 23-2303-42110 | Young Adult Books       | E | 11,040.00  | 3,122.25   | 71.72  |
| 23-2303-42112 | Young Adult Audio Books | E | 4,500.00   | 1,432.00   | 68.18  |
| 23-2303-42113 | Young Adult E-books     | E | 23,660.00  | 7,589.64   | 67.92  |
| 23-2303-42600 | Young Adult Programs    | E | 2,000.00   | 474.50     | 76.28  |
| 23-2304-42110 | Adult Books             | E | 56,000.00  | 9,932.07   | 82.26  |
| 23-2304-42111 | Adult Audio Visual      | E | 27,500.00  | 13,951.63  | 49.27  |
| 23-2304-42112 | Adult Audio Books       | E | 10,000.00  | 2,232.97   | 77.67  |
| 23-2304-42113 | Adult E-Books           | E | 119,260.00 | 20,059.99  | 83.18  |
| 23-2304-42114 | Adult Periodicals       | E | 3,300.00   | 617.54     | 81.29  |
| 23-2304-42600 | Adult Programs          | E | 2,000.00   | 459.06     | 77.05  |
| 23-2363-42140 | Supplies                | E | 5,000.00   | 5,000.00   | 0.00   |
| 23-2370-47200 | Buildings               | E | 218,296.00 | 207,241.89 | 5.06   |
| 23-2390-49000 | Risk Assessment         | E | 15,539.00  | 2,589.00   | 83.34  |
| 23-2390-49310 | Admin Cost Wages        | E | 99,323.00  | 12,225.00  | 87.69  |
| 23-2390-49311 | Admin Cost O&M          | E | 33,108.00  | -5,040.00  | 115.22 |

Murray Library welcomes and encourages children to visit the Library, use Library resources and services and attend Library programs. Staff members are available to help and support children **in library-related activities**; however, the Library is not able to provide childcare or be responsible for unattended children.

Unattended children are children of any age who are apparently unaccompanied by a parent, guardian, or responsible caregiver. Children who are unable or unwilling to care for themselves may not be left alone in the Library and must have adequate supervision while in the Library. The Library is not responsible if children leave Library property unattended.

Parents/guardians are responsible for the safety, behavior, and supervision of children at all times while in the Library and on Library property, whether the parent/guardian is in the Library or not. Children are expected to respect Library property and adhere to the Library Code of Conduct. Disruptive children, attended or unattended, may be asked to leave the Library after one warning.

Library staff will attempt to contact a parent/guardian if an unattended child's behavior is disruptive, the child is in a potentially harmful situation, or the child is left alone at closing time. If parents/guardians are not available or are unresponsive, the police will be contacted. Children who refuse or are unable to give contact information for a parent/guardian will not be allowed in the Library until the Director has talked to their parent/guardian.

Adopted by the Murray Library Board of Trustees April 15, 2020