

CITY OF OREM
LIBRARY ADVISORY COMMISSION
May 20, 2025

Place: Media Auditorium

At 6:00 p.m.: Katrina Brittner conducted the meeting

Library Advisory Commission: Katrina Brittner, Lorraine Jeffery, Karina Lewis, and Nancy Schultze

Excused: Matthew Brown and Chris Killpack (City Council Representative)

Staff: Jaime Bartlett, Sheron Buttars, Meg Flinders-Peay, Julie Heckert, Bryce Merrill, and Mike Smith

1. Review and approve March 18, 2025 minutes - [0:10](#) (Click for recording)

Karina Lewis made a motion to approve the minutes. Nancy Schultze seconded the motion.

Vote: Katrina Brittner - Yes, Lorraine Jeffery - Yes, Karina Lewis - Yes, and Nancy Schultze - Yes

2. Update on library renovation - Renovation of North Wing Circulation - Bryce Merrill - [0:41](#) (Click for recording)

Bryce Merrill reported that there are new adventures everyday with the construction. The South Wing does not currently have an HVAC system. There have been issues with the water that have impacted the fire suppression system. The South Wing elevator has not been working for several weeks due to power issues related to the old City Center demolition. There was a flood in the North Wing basement that impacted Media and then termites were discovered. These things have impacted staff but have had less of an impact on patrons.

The bid came back from Layton Construction for the library project at \$2.2 million and the difference from the estimated budget of \$1.6 million will be addressed through value engineering. Layton Construction is waiting for the permit for the library construction. The project will start within 2-3 weeks. Public Works will start the grubbing work on the lower courtyard in the next couple of weeks in preparation for the project.

A Concierge Desk has been set up at the entrance to help assist patrons and staff will be walking patrons to needed areas throughout the library. The Concierge Desk will move to the new entrance once it is opened. Summer Reading programs have been moved to locations away from the library and will be using Hillcrest and the City Center Park. Check out times and late fees will be extended as needed during the construction. The Circulation Desk will be

moved by the new entrance and Circulation staff will also be joining staff at the General Reference Desk throughout the construction. Katrina Brittner suggested offering free DVDs throughout the summer. Lorraine Jeffery mentioned the staff at the Concierge Desk have been very helpful.

3. 2025-2026 Library Budget Overview - Bryce Merrill - [10:16](#) (Click for recording)

Bryce Merrill gave an overview of the FY2025-2026 budget. The 2025-2026 Tentative Budget was reviewed and presented to the City Council on May 13th during City Council Meeting. The final budget will be presented during the City Council Meeting on June 24.

Staffing update - Meg Flinders-Peay is the new librarian over Programming. A month ago Matt Kammerer was promoted to a Librarian, he oversees the Makerspace. The Makerspace hours will be changing to match the hours the library is open. This will most likely happen at the beginning of the school year. Makerspace classes and workshops are being held in the library and at Hillcrest. Brandon Stevens is the new Adult Teen Librarian. The Associate Librarian position that is vacant due to Brandon Stevens' promotion will be filled in the near future.

During this past year, Lead Library Assistants were hired. Collection Services was the first area to hire for this position. Programming is hiring now for this position. This position gives significant leadership and it is a higher paid position at \$15 - \$18 per hour. This position can help staff prepare for full time positions in the library. There are 11 Lead Library Assistants across three divisions. A new position, Part Time Administrative Assistant-Library/Recreation was posted recently. This staff member will report to Sheron Buttars and will be responsible for cash handling, balancing tills and will work with Sheron Buttars two days a week at the library and Shelby Peck three days a week at Recreation.

A new Part Time pay scale is being implemented. Increases will be effective May 25 for most of the part time staff. Part Time staff will have the opportunity for increases at the 6, 12 or 18 month. This will accelerate pay increases for the part time staff. There has been \$40,000 allocated to these increases.

In regards to Revenues, fines are half of what they were two years ago. There are no Fees being implemented for next fiscal year on the Fee Schedule. The library is moving toward a fine fee library. People are willing to pay for Library Hall programs and Makerspace fees, these help offset costs for these programs.

For Operating costs, the Collection budget has been adjusted. The MGT Study that was done two years ago showed that less needed to be allocated to staff and more allocated to the collection budget. For next fiscal year \$60,000 more will be allocated to the collection budget. This will be an increase of 12-15% compared to the prior year. The programming supply budget will be increased by \$22,000 as well as the Makerspace supply budget. Makerspace will also be

allocated \$20,000 for programs. For Capital Expenditures, the AMH (automatic materials handler or book sorter) will be purchased in August and there will be costs associated with the construction/renovation. Katrina Brittner asked what feedback there had been so far. Bryce Merrill said feedback has been positive. A large chunk of the change to the collection budget was for OverDrive. The use for e-audio and audiobooks continues to increase. PERC has also been a change this past year that has been positive and patrons have been happy with that change.

4. Summer Reading 2025 Overview - Meg Flinders-Peay - [25:05](#) (Click for recording)

Meg Flinders-Peay gave a Summer Reading 2025 overview. The theme this year is Color our World. Most of the events will be offsite due to the construction. The offsite locations will include Hillcrest Park, City Center Park and SCERA Pool for the finale. The kickoff will be on May 31st at Hillcrest Park. The estimate this year is to have approximately 3,000 participants. Beanstack will be used to track progress. The finale will be held on August 1st at SCERA Pool. The completion prize will be a custom made City of Orem coloring book. Other areas of the City have pitched in to help pay for the coloring book. The theme for 2026 is Unearth Your Story and those programs are in the planning phase currently.

5. CARE recap - Mike Smith - [35:09](#) (Click for recording)

Mike Smith gave a CARE recap. Library Hall and the CARE program work together. Library Hall worked last year with Excellence in the Community. There were free performances at Library Hall by Utah Shakespeare Festival and Wasatch Contemporary Dance. Wasatch Contemporary Dance had rented space previously. Mike Smith reached out to their organization and asked about establishing a partnership made possible through the CARE program. Other groups that performed through the CARE partnership were Cantorum Chamber Choir, Thomas Cordner Pipe Band, Utah Baroque Ensemble, Utah Valley Civic Ballet, World Folkfest and Grassroots Shakespeare. These are great events the community can attend for free.

Katrina Brittner asked if it is possible to volunteer. Mike Smith responded that the staff would love to have volunteers. The OTLC (Orem Teen Library Council) are volunteers and they help with these programs and are great at running the concession stand and ushering, setting up and cleaning up. Docents for the art gallery are always needed as well.

6. OverDrive/Libby discussion - Julie Heckert - [48:43](#) (Click for recording)

Bryce Merrill said that he hoped over the next 2 meetings to have continued discussion regarding the ever shifting digital resources including audio books and the significant financial changes and demands for these resources. Bryce Merrill said it is like fitting a square peg into a round hole with this collection. These discussions and the information being shared will be an attempt to help the group understand the landscape and to then help make future decisions.

Julie Heckert, Digital Librarian, prepared a presentation to share for this discussion. Sheron Buttars will send the presentation to the Commission members. Julie Heckert has offered to have Commission members come into the library for further discussion, call or email her at any time with questions.

Julie Heckert talked about the difference between physical and digital resources. The discounts are not the same for these resources. There are different types of digital resources. Databases which are a collection of structured information that is stored in an electronic format. Digital Book Platforms can be included as part of another resource or they can be purchased separately. Common features include downloadable pdf books and can be used by multiple users. Pay-Per-Use Services and Digital Library Collection (OverDrive/Libby) which are very expensive and often time consuming to manage.

The next item discussed was Pricing Models. Pay-Per-Use which can include a contract with a service and create a deposit account, all or parts of a catalog are available to patrons or the library pays for every item patrons borrow. Popular services are Kanopy and Hoopla. Considerations with Pay-Per-Use are instant access, limitations are established to keep costs in check, limitations can be frustrating to patrons, but limitations are known upfront.

Digital Library Collection (OverDrive/Libby). There are limitations that can be frustrating. Orem Public Library is part of the Beehive Library Consortium. Orem Public Library contributes funds and benefits with shared costs and content. OverDrive Marketplace. We share purchase content but publishers make the decisions and libraries are at their mercy. There are four purchasing options. One Copy/One User, Metered Access, Cost per Circ and Simultaneous Use.

Julie Heckert shared that the demand with digital resources is really high. Usage increases 12 to 24% annually. Julie Heckert gave the example of one title that is \$130. The decision was made to add that title due to demand. The decisions are made on a case by case basis. Next month more will be shared about how the consortium works. With Advantage, which is the plan Orem participates in, Orem residents usually get preference in getting titles.

Julie Heckert summed up that the physical versus the digital collection is important. The digital collection does not supplant the physical collection. The budget is a significant concern. Staff want to meet the needs of all patrons. There are many complexities with this collection. Bryce Merrill mentioned that the Library Directors' Summit is coming up in September and this issue will be discussed during those meetings.

Nancy Schultze brought up the issue of there not being adequate budget to satisfy some patrons who are voracious readers. Bryce Merrill said there could be a discussion regarding putting in place some controls, but the goal is access. There will be much more discussion about this collection and budget as these presentations and discussions continue.

7. Other - [1:20:00](#) (Click for recording)

None

8. Adjournment - [1:20:12](#) (Click for recording)

The next Library Advisory Commission Meeting will be held on July 15, 2025.

Adjourn: Karina Lewis motioned to adjourn. Lorraine Jeffery seconded the motion.

Vote: Katrina Brittner - Yes, Lorraine Jeffery - Yes, Karina Lewis - Yes, and Nancy Schultze - Yes

Adjourned: 7:20 p.m.

Sheron Buttars, Executive Assistant

Approved: July 15, 2025