

THOSE IN ATTENDANCE:

Lu Marzulli, President
Annalise Lasater, Vice President
Adam Weinacker, Secretary
Carol Osborn
Deeda Seed

THOSE EXCUSED:

Mario Organista
Cathy Stokes

ADDITIONAL STAFF IN ATTENDANCE:

Peter Bromberg, Executive Director
Jace Bunting, Finance Manager
Debbie Ehrman, Deputy Director
Shelly Chapman, Human Resources Manager
Hayley Dahlhauser, Eide Bailly

Kimberly Chytraus, Senior City Attorney
Paul Skeen, Eide Bailly
Quinn Smith, Assistant Director of Marketing and Communications
Heidi Voss, Executive Administrator
Russell Weeks, Public Policy Analyst

I. CALL TO ORDER

Lu Marzulli called the meeting to order at 4:03pm. He read the following statement regarding anchor locations for this meeting:

I, Luciano Marzulli, Salt Lake City Public Library Board Chair, hereby determine that conducting the Salt Lake City Public Library Board meeting at an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. The World Health Organization, the President of the United States, the Governor of Utah, the Salt Lake County Health Department, Salt Lake County Mayor, and the Mayor of Salt Lake City have all recognized a global pandemic exists related to the new strain of the coronavirus, SARS- CoV-2.

Due to the state of emergency caused by the global pandemic, I find that conducting a meeting at an anchor location under the current state of public health emergency constitutes a substantial risk to the health and safety of those who may be present at the location.

II. APPROVAL OF MINUTES

The board moved to approve the October 26, 2020 minutes as written. The motion passed unanimously.

III. COMMUNICATION AND PUBLIC COMMENT

No members of the public offered comments.

IV. BOARD PRESIDENT'S REPORT

Lu provided an update from the executive committee, noting they voted to extend emergency powers for the library director to enact temporary policy changes in response to COVID-19. These powers have been extended to June 30, 2021. The board reviewed the 2021 meeting calendar and the board president asked for input on any dates we may need to consider rescheduling. He also thanked the library director for closing the branches in an effort to keep staff and patrons safe during the recent COVID-19 case spike.

VI. LIBRARY DIRECTOR'S REPORT

- a. Jace Bunting, Finance Manager, presented the [October 2020 Financial Report](#).

- i. Our revenue allocation for personal property taxes may change when reconciled, but is still above what we projected, which is encouraging.
- ii. The revenues that have been hit hardest by COVID-19 closure are charges for lost or damaged items and revenues from services we're not currently offering, like passports. Since our highest revenue contributor is tax revenue, this lack of income doesn't have a high impact on the budget.
- b. Highlights from the Director's Report
 - i. Due to a spike in COVID-19 case counts, the library has pulled back on Express Services, meaning patrons can no longer go in the buildings to use computers, pick up holds, or browse a limited collection. A sub-team of the reopening committee has revised our [reopening guidelines](#) now that the state guidelines have no trigger for closure if COVID-19 cases increase. The team recommended reopening Express Services if the state achieves a rolling 7-day average of below 15% positive case rates.
 - ii. Race literacy kits are now available for checkout. Race conversations can be challenging and these kits are meant to facilitate conversations with children at different ages. These kits are also available online through Biblioboard.
 - iii. Though we haven't been able to hold in-person programming, we're grateful we were still able to grow food at The Plot and donate to local shelters.

VII. OLD BUSINESS

- a. N/A

VIII. NEW BUSINESS

- a. [Audit Report](#)
 - i. Paul Skeen and Hayley Dahlhauser of Eide Bailly presented the 2020 library audit report. They noted audits often involve corrected or uncorrected misstatements, and some level of correction must take place. Due to quality work from the library finance team, no corrections were needed. No deficiencies were found in internal controls either.
 - ii. This audit differs from the state auditor report discussed last month in that it only evaluates fraud that could materially reflect on the library's finances.
- b. [Budget Amendment](#)
 - i. This amendment includes five items—three which affect general funding and two which affect capital projects. Previously, the board approved an amendment for IMLS grant funds to be included last year's budget, but the library didn't receive the funds as soon as expected, and never brought this amendment to the city.
- c. [Budget Reallocation](#)
 - i. This reallocation would consolidate four security projects in two fiscal years, which would allow some flexibility in how money is spent between these. We have money in FY21 to replace self-checks and Gordon feels print/scan stations are more critical at this time. The reallocation would move money from self-checks to print/scan.

IX. ADJOURN

- A. The board moved to adjourn the meeting, and the motion passed unanimously. The meeting adjourned at 5:03pm.

UPCOMING SCHEDULE

The next will be held

Monday, December 14, 2020, 4pm

Meeting will be held virtually via Google Meet