

THOSE IN ATTENDANCE:

Cindy Kindred, President
Lu Marzulli, Vice President
Jana Ostler, Secretary
Bret Rigby
Deeda Seed
Cathy Stokes

THOSE EXCUSED:

Annalise Lasater
Mario Organista
Adam Weinacker

ADDITIONAL STAFF IN ATTENDANCE:

Peter Bromberg, Executive Director
Debbie Ehrman, Deputy Director
Gordon Bradberry, Assistant Director of Facilities and IT
Marilee Moon, Assistant Director of Customer Experience
Quinn Smith, Assistant Director of Marketing and Communications

Shelly Chapman, Human Resources Manager
Jace Bunting, Finance Manager
Frances Brummett, Circulation Manager
Tommy Hamby, Data Coordinator
Kimberly Chytraus, Senior City Attorney
Yusuf Maung, Administrative Services

I. CALL TO ORDER

Ms. Kindred called the meeting to order at 4:05 PM. Quorum has not been met and the Board will not vote on any business until the quorum is reached.

Quorum reached at 4:10 PM.

II. APPROVAL OF MINUTES

Ms. Seed moved to approve the [December 17, 2018 Board Meeting Minutes](#). Mr. Marzulli seconded the motion which passed unanimously.

III. COMMUNICATIONS AND PUBLIC COMMENT

There was no public comment.

IV. BOARD PRESIDENT'S REPORT

Ms. Kindred noted that she had nothing new to report out on at this time.

V. LIBRARY DIRECTOR'S REPORT

Mr. Bromberg presented his report. He spoke about Career Online High School and why it's a worthwhile service to offer here at the library. It will be launched in the next few months and will be overseen by Shauna Edson, the Digital Inclusion Librarian. The Library will be hosting the RIPL Conference in March. It is a 2-day regional workshop on data and statistics. The Executive Leadership Team and Management Team will be attending as a cohort.

- a. Mr. Bunting presented the [December Financial Statement](#).

- b. Mr. Hamby presented a Key Performance Indicator Quarterly Report comparing data collected for Oct-Dec 2018 to the last 3 years.
- c. Ms. Brummett presented a short report on her work reviewing the Policy and Procedure Manual. She will work on bringing revised policy to the Board on a continual basis over the next 12-18 months during the review process.

VI. OLD BUSINESS

- a. [Friends Memorandum of Understanding](#) - Ms. Seed moved to approve the MOU as written. Ms. Ostler seconded the motion which passed unanimously.

VII. NEW BUSINESS

- a. [Revision to DVD Checkout Limits](#) - Mr. Bromberg presented. These are recommendations coming out of a staff workgroup. The current policy allows patrons to check out 10 DVDs at a time. The recommendation is to increase that limit to 20.
- b. [Revision to Computer Access Policy](#) - Mr. Bromberg presented. This came from internal feedback from a staff member. The main idea is to raise the 2 hour time limit for computer sessions to 3 hours and to add language to the policy that allows staff to extend sessions at their discretion. Ms. Chytraus will provide suggestions on rewording the policy to maintain consistency. The Board's main focus is ensuring access for all patrons with the procedure itself being dictated by staff.
- c. Approval of the [Fiscal Year 2018 Audit Report](#) - Mr. Rigby moved to approve the Audit Report. Ms. Stokes seconded the motion which passed unanimously.

VIII. OTHER

IX. ADJOURN

Ms. Seed moved to adjourn the meeting. Ms. Ostler seconded the motion which passed unanimously. The meeting adjourned at 5:33 PM.

UPCOMING SCHEDULE

February Board Meeting – Monday, February 25, 2019, 4pm, Main Library, 210 East 400 South, Salt Lake City, UT 84111