



Board of Trustees Regular Session Wednesday, January 17, 2018

Present: **Traci Black, Brent Gardner, Bobbi Henry, Vicki Matsumori, Pepper Pehrson, Nick Skene**

Excused: **Drew Pearson**

Others: **G.L. Critchfield, Murray City Attorney; Kim Fong, Library Director; Traci Sutherland, Library Staff**

1. **Call to Order:** President Black called the meeting to order at 6:30 p.m. and welcomed Bobbi Henry as the newest member of the Board.
2. Approval of Minutes
2.1 November 2017
The minutes of the November 2017 Board meeting were approved as written on a motion made by Vicki Matsumori, seconded by Pepper Pehrson. Voting was unanimous in favor.
3. Public Comment
None
4. Training- Open & Public Meetings
Murray City Attorney G.L. Critchfield presented a training on the rules and guidelines for open and public meetings.
5. Financial Reports
5.1 Furnaces
Director Fong discussed the current state of the furnaces in the building. They are working, but are out of date, and not up to code. The company that performs the monthly maintenance of the HVAC system estimated that it would cost \$120,000 to replace all of the heating/AC units at one time. Board members discussed whether it would be better to replace all of the furnaces at once, or to replace them as they break down. 5 years ago, 6 units were replaced. It seems unlikely that all units will go out all at once. If it was decided that the units should be replaced, a RFP notice would have to go out and those companies interested in the job would have to submit bids to the City.
Director Fong reviewed the financial reports. There are some accounts showing large amounts already spent. These are accounts that usually have a large one-time payment made at the beginning of the financial year. Those payments have been made, and typically, there will not be other large expenditures associated with those accounts.

Pepper Pehrson made a motion to receive and file the financial reports, seconded by Brent Gardner. Voting was unanimous in favor.

6. Board Reports

President Black said that she had noticed the improvement to the Library's website. She thought it was easier to navigate and to find information about upcoming programs.

6.1 Budget Committee

Director Fong, Brent Gardner and Nick Skene met with Danyce Steck, the City Finance Director to discuss the budget for next financial year, and also the increase in the tax rate. The tax increase would need to be at least an increase of .00016 in order to provide for both an increase in operating costs and a new building. The goal is to increase the tax rate, but still keep it lower than Salt Lake County's tax rate. Director Fong said that she felt that Mayor Camp was supportive of the tax increase for the Library.

7. Director's Report

Director Fong distributed a tentative budget outline. The Library budget for the next financial year will be adopted in May, but the Truth in Taxation hearing will not be held until August, after the financial year has already begun.

Director Fong also shared a presentation that she gave to Mayor Camp. The statistics from the report are based on a calendar year, rather than a financial year.

The Board discussed the challenge the Library has with the study rooms. The rooms are almost always booked, and patrons have expressed frustration that there are not more rooms available.

For the first time, the Library is a Library Journal Star Library. Library Journal awards their Star Libraries based on information gathered from the annual report submitted to the State Library every year. Despite the status as a Star Library, Director Fong reported that the State Library has put our Library on probation. They were not happy with the way the current Long-Range plan was written up. Director Fong is working with them to see what she can do to change the Plan to meet their criteria. There are no real repercussions from this status.

8. Old Business

8.1 Preliminary Budget Approval

The Board discussed the preliminary budget to be submitted to the City Council and Mayor for their approval. It was decided that the Board would hold two separate votes concerning the budget- one vote for the increase in operating costs, and one vote for the bond payment.

Brent Gardner made a motion that the tax increase reflect \$250,000 more in operating costs per year. Vicki Matsumori seconded the motion. Nick Skene abstained from voting, Pepper Pehrson, Traci Black and Bobbi Henry voted in favor, and the motion passed.

Nick Skene made a motion that the tax increase allow for a bond payment of \$580,000 from the yearly budget. Pepper Pehrson seconded the motion, and voting was unanimous in favor.

9. New Business

Board members reported that they had been contacted by Chipotle regarding their summer reading program. Director Fong said she had spoken with them. Director Fong also told Board members about the upcoming "Fort Night" activity put on by the Children's Department.

10. Adjournment

President Black said she would accept a motion to adjourn. Pepper Pehrson so moved, seconded by Bobbi Henry. Voting was unanimous in favor and the meeting adjourned at 8:30 p.m.