



Board of Trustees Regular Session Wednesday, August 21, 2019

Present: Nick Skene, Sage Fitch, Traci Black, Vicki Matsumori, Pepper Pehrson, Brent Gardner, Dustin Lewis

Excused:

Others: Kim Fong, Murray Library Director; Julia Pehrson, Murray Library Assistant Director; Brittney Casad, Murray Library Staff

1. **Call to Order:**
President Black called the meeting to order at 5:34 p.m.
2. **Approval of Minutes:**
The minutes for the July 2019 meeting were approved, as written, on a motion made by Sage Fitch and seconded by Pepper Pehrson. Voting was unanimous in favor.
3. **Public Comment:**
None
4. **Financial Reports:**
Director Fong discussed the report for the End of Fiscal Year 2019. Nick Skene had a question about the differences between the budgeted and actual amounts for real property taxes and motor vehicle fees and Vice President Pehrson asked where the numbers come from for those line items. Director Fong answered that those numbers for the report come directly from Murray City. Sage Fitch asked if there were any significant changes besides salary increases and health insurance premiums. Director Fong responded that there were not any other significant changes and that the budget has largely remained the same. President Black had a question about whether printing marketing materials in-house has had a significant effect on the professional services budget and the answer was no. The professional services budget has remained the

same. A motion to receive and file the financial reports was made by Brent Gardner and seconded by Vicki Matsumori. Voting was unanimous in favor.

5. **New Library Report:**

Director Fong shared the options to consider for a new building:

- 1) **Purchase Land:** There is not really any land available for purchase in the boundaries of the Murray City Center District (MCCD). Consideration should be given to how much money can be spent on land acquisition and how far that will push back the construction of a building.
- 2) **Expansion of the Current Building:** Major construction to the existing building. Things to consider are the possible closure of the Library during renovations and that the Library does not currently own the land that it sits on. While changes can be made on the property, the land cannot currently be purchased.
- 3) **Petition the Murray City Council:** Try to be put on the agenda for an upcoming City Council meeting to petition to be either given land or have land be made available for purchase.

6. **Board Reports:**

President Black continued to talk about the Director's review process. Board members will bring in or email their reviews for the next Board Meeting in September. President Black commented that Murray Library does not seem to be using social media very much. Director Fong responded that the Library is currently reevaluating its use of social media. Vicki Matsumori shared a podcast by 99% Invisible called Palaces for the People that discusses the role of libraries as social infrastructures.

7. **Director's Report:**

Director Fong shared the results of the values exercise she did as a part of the strategic plan. She had participation from the Library Board, Library Staff, Friends of the Murray Library, Book Clubs, Teen Advisory Group, Library Patrons, Murray City Mayor and Departmental Directors as well as the Murray City Council. As a result, Murray Library's new values are: helpful, welcoming, inclusive, engaging and innovative.

Director Fong also discussed her goals from the past year. She provided a packet that will lay the groundwork for the Service Design plan. Director Fong said that her goal of securing a location for the new library is still in progress. Nick Skene commented that the current library building is a great facility and is well-maintained. As for improving staff communication and morale, Director Fong reported that this is always an ongoing goal. Over the past few years, progress has been made on having monthly staff meetings, an annual staff day, reader's advisory meetings and small celebrations for Employee Appreciation Day and Library Workers' Appreciation Day. Nick Skene commented that he would appreciate a copy of the notes from a Staff Meeting or

Reader's Advisory Meeting to have a better understanding of our processes and the level of detail that goes to the staff. This was supported by President Black and Vicki Matsumori. Director Fong responded that she would send the notes from one of those meetings. She also stated that Library Staff now have the app SLACK for general communications with each other. Dustin Lewis had a question about our record retention schedule and if that will fit in the overall policy to be in accordance with the State Records Committee. Assistant Director Pehrson stated that record retention would be researched.

8. **Old Business:**

None

9. **New Business:**

None

10. **Adjournment:**

A motion to adjourn was made by Dustin Lewis and seconded by Brent Gardner. Voting was unanimous in favor. The meeting was adjourned at 6:45 p.m.