THOSE IN ATTENDANCE:

Adam Weinacker, President
Deeda Seed, Vice President
Carol Osborn, Secretary
Lu Marzulli
Ron McClain
Sarah Reale
Cathy Stokes
David Wirthlin

THOSE EXCUSED:

Dr. Dan Cairo

ADDITIONAL STAFF IN ATTENDANCE:

Debbie Ehrman, Interim Executive Director
Gordon Bradberry, Assistant Director of IT and Facilities
Jace Bunting, Finance Manager
Shelly Chapman, Human Resources Manager
Kimberly Chytraus, Senior City Attorney

Liesl Jacobson, Assistant Director of Community Engagement
Daniel Neville-Rehbehn, Assistant Director of Customer Service
Quinn Smith, Assistant Director of Marketing and Communications
Allison Spehar, Admin Manager of Equity and Org Development
Heidi Voss, Executive Administrator

I. CALL TO ORDER
Board President Adam Weinacker called the meeting to order at 4:04pm. He read the following statement regarding anchor locations for this meeting:

I, Adam Weinacker, 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 due to ongoing health concerns related to the global COVID-19 pandemic.

II. APPROVAL OF MINUTES
The board moved to approve the February 28, 2022 minutes as written. The motion passed unanimously.

III. COMMUNICATION AND PUBLIC COMMENT
No members of the public offered comments.

IV. BOARD PRESIDENT'S REPORT
Board President Adam Weinacker welcomed Sarah Reale as a new board member.

The Executive Director Search Committee met with library staff for the first meeting. They visited with a consultant to learn what is important to keep in mind while searching for a new executive director and what the full process looks like. The team has determined they would like to engage with a search firm to assist with the search, and are working on a Request for Proposals.

Adam noted he will be reaching out to board members about joining a nominating committee to elect officers to begin service in June. He also let everyone know they would be polled to see how they feel about reconvening in person.

V. LIBRARY DIRECTOR'S REPORT
    a. Debbie Erhman, Interim Executive Director, provided some highlights from the Director's Report.

i.   Staff members presented about the Digital Navigator program at the recent Public Library Association conference. The session room was full and, following the presentation, the Digital Navigator panel members fielded a number of questions from conference attendees.

ii.   The library will be open for extended hours beginning April 4th. In-person programming will also begin in April.

iii.   The Main library is currently hosting an art installation about redlining in Salt Lake City.

b.   Jace Bunting, Finance Manager, presented the [February 2022 Financial Report](#).

i.   Our revenue accounts are mostly ahead of the amount budgeted and our final tax settlement should be reflected in the March statement.

ii.   We don't have a lot of activity in the debt service fund because our next payment isn't until April.

iii.   Expenditures continue for the capital project fund, but we have a lot budgeted—over $5million. The bulk of that money is for the roof at Main.

VI. EQUITY, DIVERSITY, AND INCLUSION PRESENTATION

a.   Members of the Equity, Diversity, and Inclusion (EDI) Council talked about the difference between equity and equality, and initiatives at the City Library and other libraries to support equity work. For example, the City Library has created a BIPOC affinity group for staff.

b.   The council recommended hiring an EDI Coordinator, which is now a position on the leadership team. They're now working on an EDI framework and a hiring practices committee to establish shared baselines across the system.

c.   Once we have shared understanding around racial inequities, we can do something about it. The team is focusing on starting at a baseline of non-harm. The team reviewed some of the projects they've completed, like the Let's Talk Race literacy kits.

d.   [Here are the slides from the presentation](#).

VII. OLD BUSINESS

a.   [FY 22-23 SLCPL Proposed Budget](#)

i.   Three adjustments have been made to the proposed budget since the last board meeting.

1. $200,000 added to $400,000 already in the budget to accommodate pass-through money for the inland port and convention center. This money is reported as revenue and expense. This figure is an estimate since we won't know the actual amount until around June.

2. $12,010 has been added to cover staff who didn't receive an appropriate compensation adjustment in the past.

3. $25,000 added to increase the amount available to engage a firm for the executive director search. This is a one time expense and would come out of the fund balance

ii.   [The capital projects list](#) has had no changes since the last discussion.

iii.   The board moved to approve the proposed budget and capital projects list. The motion passed unanimously.

VIII. NEW BUSINESS

a.   [Budget Amendment](#)

i.   Last year was the first year the team was made aware of the requirement to include pass-through funding in our budget for the inland port and convention center. To accommodate this need, the team submitted a budget amendment for FY 21. At that

point, the FY22 budget was already approved, so this proposed amendment is to account for pass-through money for FY22.

    ii.   The proposed figure is an estimate, since the actual amount is not available. Estimates are a bit tricky because we don't have a trend or other information to help us prepare the estimate.

    iii.   The board asked whether we'll have to create an amendment for this money every year. Jace replied that we've created a line item for the FY23 budget to hopefully avoid the need for an amendment next year.

    iv.   The board moved to approve an increase to the Library's FY22 general fund budget of $500,000. The motion passed with 7 votes in favor and 1 vote against.

IX. ADJOURN

a. The board moved to adjourn the meeting, and the motion passed unanimously. The meeting adjourned at 5:30pm.

UPCOMING SCHEDULE

The next will be held

    Monday, April 25, 2022, 4pm

    Meeting will be held virtually via Google Meet