

THOSE IN ATTENDANCE:

Adam Weinacker, President
Sarah Reale, Secretary
Dr. Dan Cairo
Lu Marzulli
Bonnie Russell
David Wirthlin

THOSE EXCUSED:

Carol Osborn, Vice President
Ron McClain
Cathy Stokes

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

Ned Leonard, Account Executive, Moreton and Company
Quinn McQueen, Assistant Director of Marketing and Comm
Daniel Neville-Rehbehn, Assistant Director of Customer Experience
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 4:03pm.

II. APPROVAL OF MINUTES

The board moved to approve the August 24, 2022 minutes as written. Board members Dr. Dan Cairo, Lu Marzulli, Sarah Reale, Adam Weinacker, and David Wirthlin voted in favor. Bonnie Russell was not present for the vote. The motion passed.

III. COMMUNICATION AND PUBLIC COMMENT

Bernie Hart offered a public comment. He expressed frustration that he sees the same people on the streets day after day and doesn't believe programs to assist patrons experiencing homelessness, including the library's programs, are effective. He has asked several entities for data on their effectiveness in dealing with homelessness, but isn't getting any results. He has filed a GRAMA request for information about suspensions at the library to see how much disruption of services is coming from patrons experiencing homelessness. Bernie noted that patrons are referred to VOA and the safety team has better training now than they have in the past. Still, he says he doesn't see positive results from the library's efforts and he would like to start a conversation about how to do better.

IV. BOARD PRESIDENT'S REPORT

The Executive Director Search Committee has agreed on who they would like to contract to help with the director search, but the timeline for the process may need adjustment. Board President Adam Weinacker explained that the committee would be meeting again soon to come to a conclusion about how to proceed.

V. LIBRARY DIRECTOR'S REPORT

- a. Deborah Ehrman, Interim Director, reviewed this month's [director's report](#).
 - i. In-person Storytimes and Book Baby events have resumed this month. Parents are excited to bring their kids back in for these programs.
 - ii. Teams are preparing to celebrate the library's 125th anniversary next year and pulling information from the archives to create displays highlighting the library's history.
 - iii. The CORE forum, a division of ALA, will be visiting Salt Lake for a conference with about 250 people expected to attend.

- iv. The teen squad has helped provide menstrual products to girls in Pakistan.

IV. BOARD PRESIDENT’S REPORT (CONT.)

Adam let the board know the executive committee has looked at working with a board development contractor for an upcoming board retreat. They anticipate holding the retreat early next year.

V. LIBRARY DIRECTOR’S REPORT (CONT.)

- b. Jace Bunting, Finance Manager, Presented the [August 2022 Financial Report](#).
 - i. Jace referred to the revenue numbers in the report and explained that property tax revenues come in November/December, so those numbers are low for now.
 - ii. Since interest rates have increased, interest earnings have been higher than budgeted.
 - iii. In the transfers and donations category, the transfer to the debt service fund is for the Glendale and Marmalade branches. We have about 10–15 years more on those payments.

VI. MASS CASUALTY INSURANCE

- a. Ned Leonard, an insurance broker with Moreton and Co., presented to the board about coverage availability for mass casualty insurance.
- b. He explained that this option has been in higher demand in the last 5–6 years because of the increase in violent acts in the workplace and mass shootings that have occurred in the country. Certain industries that have large gatherings of people purchase this coverage more often.
- c. An active assailant policy could help cover expenses while legal liability is determined. This type of policy would also cover business interruption, public relations expenses, medical expenses, property damage, and independent third party crisis management.
- d. Worker’s Compensation currently covers staff members, but not patrons. Active Assailant would cover assaults, violent acts, and hostage situations.
- e. Ned provided documents about preventing violence in the workplace and setting up security plans and evacuation procedures.

VII. OLD BUSINESS

- a. Three proposed policy changes were shared with the board last month:
 - i. [Intellectual Freedom and Equity](#) - New Policies
 - ii. [Collection Development](#) - Policy Update
 - iii. [Administration](#) - Policy Update
- b. The board discussed the proposed changes.
 - i. After last month’s meeting, a board member asked about whether “The Library” should be used in policies or whether specific team members should be named. The team responded that “The Library” will refer to the organization as an entity. This will be clarified in a definitions section that will be added to the policy manual in the future.
 - ii. A board member also asked about adding language in the Intellectual Freedom and Equity policy about deferring to state and local laws. The team noted they would like to have a statement about following established laws at the beginning of the policy manual so it applies to all sections rather than one.
 - iii. A board member brought up a concern about whether the Intellectual Freedom and Equity policy focuses on maintaining existing outcomes for marginalized communities or whether more attention will be given to communities who need it. Allison Spehar explained that the goal is to reallocate resources across communities to work toward equal outcomes so they have equal access to the services we provide. Deborah Ehrman added that, for example, we’re working with our data analyst to find deficits in the collection for marginalized groups.

- iv. A board member asked about the Administration policy update and whether the recommended removed wording is captured somewhere. The team responded that all procedural parts of this section will be moved to the procedure manual. Some of this section also deals with roles in the organization, which are covered in our organizational chart.
- v. Although information about the budget process is being removed from the administration section, the board bylaws clearly state the board's responsibility for approving the Library budget. The specifics of how that process works can be covered in procedure. The board's responsibility for the budget is also clearly stated in law.
- c. The board moved to adopt the proposed Intellectual Freedom and Equity Policy subject to non-substantive changes. Board members Dr. Dan Cairo, Lu Marzulli, Sarah Reale, Adam Weinacker, and David Wirthlin voted in favor of the motion. Bonnie Russell was not present for the vote. The motion passed.
- d. The board moved to approve the proposed Collection Development policy subject to any non-substantive changes. Board members Dr. Dan Cairo, Lu Marzulli, Sarah Reale, Adam Weinacker, and David Wirthlin voted in favor of the motion. Bonnie Russell was not present for the vote. The motion passed.
- e. The board moved to approve the proposed Administrative Policy subject to any non-substantive changes. Board members Dr. Dan Cairo, Lu Marzulli, Sarah Reale, Adam Weinacker, and David Wirthlin voted in favor of the motion. Bonnie Russell was not present for the vote. The motion passed.

VIII. NEW BUSINESS

- a. [Capital Budget Reallocations](#)
 - i. The Library budgeted to purchase new A/V equipment in FY21, but the funds weren't carried over to FY22. The project was completed in FY23, so funds need to be reallocated to cover the cost of the project.
 - ii. In FY23, funds were budgeted for sensory inclusive spaces at main. The leadership team has recognized a more urgent need to have evacuation and safety precautions in place. Purchasing evacuation chairs would allow for the evacuation of injured or non-ambulatory people. The team plans to purchase 17 chairs this year and 15 next year to meet ADA recommendations.

IX. CLOSED SESSION

- a. The board moved to enter a closed session as described under section 52-4-205 to discuss the deployment of safety personnel and discuss investigative proceedings regarding allegations of criminal misconduct. Board members Dr. Dan Cairo, Lu Marzulli, Sarah Reale, Adam Weinacker, and David Wirthlin voted in favor of the motion. Bonnie Russell was not present for the vote. The motion passed.
- b. The board entered a closed session at 5:48pm.
- c. The board reopened the meeting at 6:11pm.

IX. ADJOURN

- a. The board moved to adjourn the meeting. Board members Sarah Reale, Adam Weinacker, and David Wirthlin voted in favor. Dr. Dan Cairo, Lu Marzulli, and Bonnie Russell were not present for the vote. The board meeting adjourned at 6:15pm.

UPCOMING SCHEDULE

The next will be held

Monday, October 24, 2022, 4:00pm

Main Library, 210 East 400 South, Salt Lake City, UT 84114
With a virtual option via Google Meet