

**THOSE IN ATTENDANCE:**

Adam Weinacker, President  
Carol Osborn, Vice President  
Sarah Reale, Secretary  
Lu Marzulli  
Ron McClain  
Bonnie Russell  
Cathy Stokes

**THOSE EXCUSED:**

**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, Interim Deputy Director  
Ben Luedtke, City Council Liaison

Quinn McQueen, Assistant Director of Marketing and Comm  
Daniel Neville-Rehbehn, Assistant Director of Customer Experience  
Jaysen Oldroyd, Senior City Attorney  
Jonathan Pappasideris, Senior City Attorney  
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 4:02pm.

**II. APPROVAL OF MINUTES**

The board moved to approve the June 26, 2023 minutes as written. Board members Lu Marzulli, Ron McClain, Bonnie Russell, Cathy Stokes, and Adam Weinacker all voted in favor. Carol Osborn and Sarah Reale were not present for the vote. The motion passed.

**III. PUBLIC COMMENT**

Several members of the public offered comments, largely regarding a previous request from library workers to recognize their union and engage in a collective bargaining agreement. [Here is a document with comments transcribed and summarized.](#)

Board President Adam Weinacker read a statement in response to the comments about the library union: The Salt Lake City Public Library Board has been actively listening and learning about the unionization process. We've heard from staff, community members, Mayor Mendenhall's office, and local organizations that have voiced support for approval of the Collective Bargaining resolution. This is potentially one of the most important moves in the 125 year history of the Library, and we want to take the utmost care to ensure we fully understand the details and impacts – including fiscal responsibilities – of a change of this magnitude.

Our unique position as a quasi-governmental agency within Salt Lake City makes this new process challenging, and we are taking steps to determine how to overcome those challenges. During closed sessions, we have been discussing and working to answer questions that will help us understand how recognizing union employees would work. These questions are not matters of opinion; the Board needs to consider facts and impacts on the Library system as it proceeds with its deliberations. Every month, we have been meeting and consulting with others to try to answer these questions and assess the potential impacts on our budget and infrastructure. We know there are still areas that we need more clarity on, and we are encouraged by the steadily increasing knowledge we are gaining. We thank the union for being with us today and continuing to work alongside us.

#### IV. OLD BUSINESS

##### a. [Board Bylaws Update Proposal](#)

- i. The board has been working with a consultant to update the board bylaws. Last month, they brought forward a recommendation for changes.
- ii. The attached document includes corrections discussed in the previous meeting and more robust red lines, showing what the final version would look like.
- iii. The board moved to approve the amended bylaws. Board members Lu Marzulli, Ron McClain, Sarah Reale, Bonnie Russell, Cathy Stokes, and Adam Weinacker all voted in favor. Carol Osborn was not present for the vote. The motion passed.

##### b. [Budget Reallocation - Security Camera Server and Equipment](#)

- i. The team highlighted an adjustment to this request since presenting it last month. As they reviewed classifications of the purchases made, they discovered that rather than reallocating all \$85,000 of the funds to camera servers, about \$15,000 of those funds should go to security equipment.
- ii. The amount of money for the reallocation has remained the same, it's just distributed between two categories instead of one.
- iii. The board moved to approve the amended bylaws. Board members Lu Marzulli, Ron McClain, Sarah Reale, Bonnie Russell, Cathy Stokes, and Adam Weinacker all voted in favor. Carol Osborn was not present for the vote. The motion passed.

#### V. NEW BUSINESS

##### a. [Budget Amendment](#)

- i. When the Salt Lake City Council adopted the Library's FY24 budget, the Library was informed that the new growth and judgment levy amounts used in projecting property tax revenues were higher than the estimate used in preparing the budget. With the additional revenue, the Library administration proposes an additional 1% compensation increase for staff and funds for another needed safety team member.
- ii. Finance Manager Jace Bunting is also including an increase to the revenue and expenditure accounts for the Inland Port and Convention Center Hotel pass-through funds, since the FY23 funds came in far higher than what was budgeted. Although the funds are not available for library use in any way, inflating the projected amount is the only way to avoid a budget overage at the end of the fiscal year.
- iii. Board members asked about the need for an additional safety team member. Interim Director Deborah Ehrman explained that this safety associate would be dedicated to supporting library branches. She also noted that there have been more safety incidents at the library system in the first half of this year than in 2022 altogether.
- iv. Regarding the pass-through money, Adam expressed concern that as the Inland Port money increases, it will inflate the library's budget to look larger and larger even though the money is not available to the library in any way. Board members asked how long the Inland Port money will be coming through the library and why.
- v. Jace replied that this money goes through the library as part of a government accounting rule. The public wants to know how much money is being given to for-profit entities through tax incentives and the Inland Port, when created by the legislature, was not given taxing authority. The Inland Port was established for 40 years and may or may not dissolve after that point. In the meantime, all government entities in the geographic area are given a letter identifying the pass through amounts. The library is included in these entities and must show a revenue and expenditure in its budget in order to avoid an audit finding.

- vi. The letter from Salt Lake County historically hasn't arrived in time to complete a budget amendment, so the amount budgeted is a best guess. The only way to avoid a budget overage at the end of the fiscal year is to inflate the pass-through amount.
- vii. In FY23 Jace estimated that the pass through funding to the library would be \$600,000. The actual amount was almost \$1 mil. To avoid a budget overage in FY24, Jace proposes increasing the budgeted amount to \$3 mil.
- viii. Jace has expressed to the state auditor his concern that the requirement to show pass-through money in government entities' budgets uselessly inflates budget amounts. The auditor's response was to lobby the legislature to change the Inland Port and Convention Center Hotel to a taxing entity—but that concept has pros and cons as well.

**VII. LIBRARY DIRECTOR'S REPORT**

- a. The board asked Jace to proceed with the board financial report while on the topic of library finances.
  - ix. The fiscal year has ended and the June Financial Report will have some adjustments as expenses are posted back to the previous fiscal year. Jace noted the library likely won't receive much additional revenues, other than perhaps some E-Rate money.
  - x. The actual revenue for FY23 is higher than what the team budgeted to bring in from outside sources, which means taking less out of the fund balance to make the budget balance.
  - xi. The largest underspend is in personnel services, which includes salaries and insurance, partly due to vacant positions.
  - xii. Jace also expressed that the cash balance is higher in the capital projects fund at the end of FY23 than last year because of the number of capital projects that are still in progress.
  - xiii. Adam noted that this will be Jace's last meeting as finance manager, as he has accepted a position at another organization. He expressed appreciation for Jace's service to the library and to the board and for all the hours he spent assuring the library received clean audits.

**VI. BOARD PRESIDENT'S REPORT**

- a. Adam let the board know that the Executive Director Search Committee met with executive search firm Koya a couple of weeks ago to review potential candidates to interview for the vacant executive director position at the library. Later this month, the committee will select individuals to interview.

**VII. LIBRARY DIRECTOR'S REPORT (CONT.)**

- a. Deborah reviewed highlights from her [Library Director's Report](#).
  - i. The Super Summer Challenge is ongoing and over 10,000 participants have signed up, which is the highest number of participants in the history of the SSC.
  - ii. The Library has continued celebrations of the 125th anniversary of the system.
  - iii. One of the children's librarians was honored by the Utah Historical Society and Wasatch Community Gardens with a portrait as thank you for her work in the Rose Park community.
  - iv. The team hopes to receive permits from the City soon so construction on the roof renovation may begin.

**VIII. CLOSED SESSION**

- a. The board moved to enter a closed session to discuss strategy related to collective bargaining. Board members Lu Marzulli, Ron McClain, Carol Osborn, Sarah Reale, Bonnie Russell, Cathy

Stokes, and Adam Weinacker all voted in favor. The motion passed and the board entered a closed session at 5:00pm.

- b. The board reentered the public session at 6:00pm. Adam noted that there may have been some confusion today among visitors at the meeting today who believed the board was planning to vote on the request to enter into a collective bargaining agreement with a library staff union. He expressed that the board is still engaging in the deliberative process and are making progress. A vote on the decision was not scheduled on the agenda for today's meeting. He committed to working with the union to assure all board members have their questions answered.

#### VIII. ADJOURN

- a. The board moved to adjourn the meeting.
- b. Board members Lu Marzulli, Ron McClain, Carol Osborn, Sarah Reale, Bonnie Russell, Cathy Stokes, and Adam Weinacker all voted in favor. The motion passed and the meeting adjourned at 6:01pm.

#### UPCOMING SCHEDULE

The next will be held

Monday August 28, 2023, 4:00pm

Main Library, 210 East 400 South, Salt Lake City, UT 84114

With a virtual option via Google Meet