

**THOSE IN ATTENDANCE:**

Adam Weinacker, President  
Sarah Reale, Secretary  
Bonnie Russell  
Cathy Stokes  
Sariah Toronto

**THOSE EXCUSED:**

Carol Osborn, Vice President  
Lu Marzulli  
Ron McClain

**ADDITIONAL STAFF IN ATTENDANCE:**

Noah Baskett, Executive Director  
Tyler Bahr, Assistant Director of Finance  
Shelly Chapman, Human Resources Manager  
Kimberly Chytraus, Senior City Attorney

Deborah Ehrman, Deputy Director  
Ben Luedtke, City Council Liaison  
Daniel Neville-Rehbehn, Assistant Director of Customer Experience  
Heidi Voss, Executive Administrator

**I. CALL TO ORDER**

Board President Adam Weinacker called the meeting to order at 4:04pm.

**II. APPROVAL OF MINUTES**

The board moved to approve the March 25, 2024 and March 27, 2024 minutes as written. The motion passed unanimously.

**III. PUBLIC COMMENT**

Six members of the public offered comments. [Here is a link to remarks for the first five](#). The sixth person, Ian Decker, offered his solidarity for the other comments made.

**IV. FY 24–25 BUDGET UPDATE**

Executive Director Noah Baskett offered an update on the proposed FY24–25 budget that the board voted to approve last month. The mayor requested that the library reduce their request from a \$5.3 mil increase from last year to a \$2.2 mil increase, which would only cover short term needs and not address the long term financial plan for the library.

Team members met to discuss the library’s proposed budget in more depth, and now have the mayor’s support for the full \$5.3 mil increase. City council will still need to review and vote on the Library’s proposed budget, but having the mayor’s support is a great next step.

**VI. NEW BUSINESS**

a. [FY24 Budget Amendment - RDA Pass-Through](#)

- i. After the board passed a budget amendment amending the amount of pass-through money for the Inland Port for the FY 24 budget, the Library team received a report from the City that the FY24 budget also needs to account for the Salt Lake City Redevelopment Agency (SLCRDA).
- ii. Although this pass-through has existed for a number of years, the Library has not been asked to reflect this pass through in their budget.
- iii. This is a separate pass-through from the Inland Port, and requires an amendment of \$1.2 mil in funds. The new proposed budget amendment includes funds for both the Inland Port and the SLCRDA.
- iv. Board Member Sariah Toronto asked where these funds originate. Assistant Director of Finance Tyler Bahr responded that the money comes through property tax.

- v. The board moved to approve an increase in the Library's FY24 General Fund budget of \$2,893,769, inclusive of the prior approval for an increase of \$757,572. The motion passed unanimously.
- b. [Policy Update - Displays, Printed Materials, and Art Exhibits](#)
  - i. Executive Assistant Heidi Voss reviewed a proposed update to the Library's Displays, Printed Materials, and Art Exhibits policy.
  - ii. The proposed update would remove outdated procedural wording, make headers more descriptive, and remove wording related to the Library's old mission. The update would also remove display agreement contracts from policy, which allows for easier changes and negotiation within contracts.
  - iii. Board President Adam Weinacker asked whether there are written procedural guidelines that will replace the procedure being cut from the old version of the policy. Heidi responded that she would check with the team and respond later.

## VII. BOARD PRESIDENT'S REPORT

- a. Adam noted that he and Noah are working on recruiting a new member to fill the current vacancy on the board, as well as encourage applicants to fill the two upcoming vacancies when Lu Marzulli and Cathy Stokes' terms expire in June.
- b. He also reminded attendees that the May board meeting has been moved up to account for the Memorial Day holiday.

## VIII. DIRECTOR'S REPORT

- a. Tyler presented the quarterly [Finance Report](#).
  - i. He noted that expenses seem to be in good shape and Managers are doing a great job with their department budgets.
  - ii. The salaries, benefits, and retirement line is on track for savings this year. A number of positions have been approved for the next fiscal year, which will mean more utilization of this line.
  - iii. Adam asked whether we anticipate spend in the employee insurance line catching up by the end of the year. Tyler replied that this line item fluctuates depending on who fills open positions and what benefits they elect to take. Fewer people are electing for benefits, or individuals may not have dependents to cover.
- b. Noah shared highlights from the [Director's Report](#)
  - i. The roof renovation project is progressing, and contractors have filled in a lot of the aerated concrete. They've moved on to waterproofing. [The full MOCA report can be found here.](#)
  - ii. Day-Riverside had a fantastic Eid celebration with over 400 attendees. Celebrations included speakers, food, and activities for families.
  - iii. Library teams are partnering with Salt Lake City Public Schools on a variety of outreach events. These events teach students, teachers, and school librarians more about the resources the City Library has to offer them.
  - iv. Noah is also working with Heidi Voss and Assistant Director of Customer Experience Daniel Neville-Rehbehn to adjust the format of the Director's Report to be a better tool for board members as they serve as ambassadors for the library.
- c. Noah also noted that the Retail Advisory Committee has begun reconvening, including Sariah Toronto as a representative from the board.
  - i. The committee is working on an RFP for food spaces at the library, including the Hemingway Cafe and coffee shop spaces at Main and the coffee shop space at Marmalade. They hope to have new vendors in those spaces by the end of July.
- a. Noah has reached the end of his first 90 days at the library. He is still working through one on one meetings with department managers over the next month, and plans to present key findings at the board meeting next month.

- b. The Library team has submitted a counter resolution to AFSCME two months ago and haven't yet received a response from their lawyers. He hopes to receive a response soon so they can move forward with the negotiation process.
- c. Adam added that he has been working with the executive committee and consultant Sara Leonard on a review process for the Library's executive director. Sara has provided draft documents for that process. They hope to solidify that soon so Noah can receive an evaluation at the one year mark.

#### **IX. ADJOURN**

- a. The board moved to adjourn the meeting. The motion passed unanimously, and the meeting adjourned at 5:04pm.

#### **UPCOMING SCHEDULE**

The next will be held

Monday May 20, 2024, 4:00pm

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

With a virtual option via Google Meet