

WEBER COUNTY LIBRARY  
BOARD OF TRUSTEES  
MINUTES

Date: March 7, 2023

Board Members

in Attendance: Sandra Crosland  
Diana Allison  
Jim Harvey  
Wendy Ogata  
Shannon Sebahar

Board Members

Excused: Reed Spencer  
John Watson

Others

in Attendance: Robert Armstrong, Professional Property Manager  
Bryan Baron, Deputy Weber County Attorney  
Alex Berry, Professional Website Developer  
Karen Burton, Ogden Valley Branch Manager  
Shari Creer, Friends of the Library  
Clelia Guinn, Youth Services Librarian  
Marcia Harris, Development Fund  
Ben Johnson, Technical Services Manager  
Randy Mueller, Professional Business Manager  
Holly Okuhara, Assistant Director  
Bryant Reeder, Information Technology Manager  
Deborah Smith, Pleasant Valley Branch Manager  
Julia Valle, Business Office Manager  
Lynnda Wangsgard, Director  
Vanessa Watkins, Production Services Manager  
Monyee Yip, North Branch Manager

Public Comments:

Crosland called the meeting to order and invited public comments. There were none. She noted Watson and Spencer had asked to be excused.

Approval of Meeting Minutes:

After reading and review of the February 7, 2023, meeting minutes, Sebahar moved approval. Allison seconded the motion. All present voted in the affirmative.

## Director's Report:

Wangsgard reported on an output measure anomaly that was being investigated. While measures of use for public services, such as meeting rooms, attendance at programs, and materials borrowed, were constantly increasing, the number of visits was not adjusting at the same rate. Managers had been trying to determine why this was the case. One consideration was that outdoor book returns, traditionally locked during regular hours of operation, were unlocked during the COVID-19 pandemic in order to accommodate social distancing. Since the automated "people counters" are embedded at entrances, the number of visits would be adversely affected when materials were returned curbside; to what degree was not known.

Employees began recording the number of items returned in book drops when buildings were open to get a sense for how many visits may not be getting recorded as a result of this change in procedure. Last month, 251 items returned at the Ogden Valley Branch were mistakenly recorded as proctored exams on the output measure report. The mistake had been corrected. The number of items returned outdoors, however, was not significant enough to account for the drop in the number of visits.

The next step in investigating the decrease in reported visits was to audit the electronic people counters to see if they were working properly. Friends of the Library took on this assignment and Creer was asked to report on the results of their findings.

## Friends of the Library Report:

Creer said audits were conducted February 20-23. She and Kathy Gambles sat in the lobby of each library for two hours and manually counted every person who came through the doors. These actual counts were then compared to those provided by the electronic people counters. As the chart below details, huge discrepancies were discovered.

Library	People Counter	Friends Count	% +/-
OVB	25	41	-39.02
PVB	156	158	-1.27
Main	191	253	-24.51
SWB	97	151	-35.76
NOB	124	241	-48.55
<b>TOTALS</b>	<b>593</b>	<b>844</b>	<b>-29.74</b>

It was reasoned the people counters that register infrared images may not be distinguishing between a person carrying a child, someone pushing a stroller or wheelchair, or people walking very close together – they may register as just one image. People counters in use are a little different from each other, as they were installed at different times, Creer noted. Calibration of the counters may become less reliable with age.

Wangsgard explained the difference in the two counts could justify an adjustment of 214,394 additional visits during 2022.

Creer said that before any adjustments are made, Friends of the Library will conduct a second audit during March to verify their findings.

Friends were currently engaged in updating expiration dates on 50 cases of COVID-19 antigen tests and were also placing acknowledgment labels on books that will be used as summer reading prizes.

Burton noted, each child is given a book at the beginning of the summer reading program and then another upon conclusion. The labels complement the summer reading club theme, “Be a Hero, Read a Book.”

Finally, Friends of the Library were recruiting people to help test the website under development, saving the cost of hiring a consultant group to do this work.

### Organizational Overview of 2023 Projects and Priorities:

Crosland welcomed the management group assembled to report on projects and priorities for the year.

Wangsgard introduced the structure of the reports, noting they were arranged by seven management areas: collection, fiscal, personnel, program, property, public service, and technology. Of necessity, the reports were a broad overview from the “50,000 ft. level.” Employees can be invited back for a “boots on the ground” report if needed, she said. A little additional reporting time was to be allocated for updates that are the major focus for the year:

- Training and discussions of the Library Guiding Principles;
- Right-sizing the collection; and
- Website upgrade.

### **Collection Management**

Mueller reported on the basic structure used to manage the Library’s collections. He began by reviewing the collection calendar. Organized by month, it details hard deadlines and those employees responsible for getting needed results. A detailed training schedule provides opportunities to build skills and ensure staff have the resources necessary to be successful.

Mueller also distributed a list of selection committee assignments, illustrating the books and materials budget is divided into approximately 60 areas. Each area is managed by a team with a specific budget allocation. A professional librarian takes charge of each committee, ensuring continuity from year-to-year. Support staff rotate through various annual assignments, providing much valued support while also experiencing unique training opportunities.

Finally, Mueller distributed a very large spreadsheet, detailing fund allocations by vendor. These allocations are used to set up County purchase orders and fund codes in the Library’s accounting system. An inhouse accounting system is used to manage the materials budget which is too specialized to be accommodated by the County’s accounting system.

Collection management is both an art and a science, Burton said. Doing a detailed evaluation of the size of each area within the collection is a good example of the science, helping librarians keep an appropriate balance in all areas. Right-sizing collections begins each year with workshops and training structured specifically for youth services and adult services teams. The training emphasizes that right-sizing is a strategic, thoughtful, balanced, and planned process whereby staff shape the collection by taking into account factors such as subject differences; the impact of electronic resources; the library's program strengths; previous use based on circulation; and availability of backup print copies at the various branches. Right-sizing is guided by the Library's mission, vision, and goals.

Burton explained right-sizing is framed by an evaluation schedule designed to have librarians touch every item in the collection once every three years. The materials are reviewed by a team with staff looking at the same areas of the collection at each of the five locations. Support staff complete a collection evaluation form for each book. Materials are then reviewed by professional librarians who make recommendations on whether the item should be retained at the current location, transferred to another location, replaced by a newer edition or title, or withdrawn. Once an item is purchased, librarians are stewards of the material, Burton noted. There is a very organized process with several hoops to go through if an item is to be deselected. Two managers review all materials and four members of management team review items before they are withdrawn and made available at the book sale.

Burton was asked if the library was "one in, one out."

Burton said not in most areas, there is a lot of natural deselection of things that are worn out or damaged. In some areas, however, items do need to be withdrawn to make room for more relevant material. This is especially true in the sciences where material can become dated rather quickly and in areas where there is a tremendous amount of ephemeral publishing being done.

Okuhara reviewed a brochure that summarized the benefits of holding a Library card and reminded everyone that part of the registration process also includes voter registration options. She explained the benefits of upgraded radio frequency identification (RFID) cards that are slowly replacing those that function using codabar labels. The RFID chips in library cards enable a single reading device to scan the library card and the RFID chips in an entire stack of books at the same time, making borrowing as quick and easy as placing them together on the lighted area of the counter. Eventually, the RFID embedded cards will do away with the need to have barcode scanners at each checkout station.

Circulation employees offer many options for easy borrowing, Okuhara noted, including book bundles, binge boxes, and curbside service for those who are unable to come into a building.

Ogata asked if all the services detailed in Okuhara's handout were free.

Okuhara said they are all free, with the exception of copy machines. Using a scanner to transfer documents digitally is free, however, and people are encouraged to use scanners if appropriate for them.

Okuhara holds quarterly circulation manager meetings to keep processes and procedures running smoothly. All circulation staff complete task-relevant circulation checklists on an annual basis.

### **Fiscal Management**

Wangsgard briefly reviewed the 2023 Budget, noting the Board had been very much involved in development of this fiscal plan. The final property tax settlement of \$627,000 had been received and was all that was needed to close out the year. Due to over collection of in-house revenue and under expenditure of budget authority, approximately \$957,500 will be added to the Library Fund Balance and/or the Library Capital Fund. The goal of turning back \$650,000 in payroll savings had been accommodated as directed by County budgeting authorities.

Valle takes responsibility for revenue collections at checkout desks. She noted there is an administrative procedure for handling cash and a required annual training and review for everyone who handles revenue. During the training, she drills down on any area where there may be questions or inconsistencies developing. The staff in the business office also handles refunds of fines and fees when appropriate.

### **Personnel Management**

Phoebe Carter, who coordinates personnel issues for the Library System, was taking some well-deserved time off, so Wangsgard and others reported for her.

Wangsgard noted the management team did an outstanding job of completing annual performance reviews, providing recognition, coaching, and a solid basis for yearend pay-for-performance bonuses. By January 31, 2023, new performance plans were in place and included a focus on the three Library priorities for the year.

Carter's responsibilities for filling open positions represents an ongoing challenge, not just because of the low unemployment rate, but also because of the way in which the County structures personnel resources. Every employee is treated as a separate line item, with no funding for any changes during the year. This extremely regimented, lock-step arrangement offers no management flexibility. For people to be happy in their jobs, Wangsgard said, excellence needs to be recognized. Money does not make people happy, it simply keeps them from being unhappy. Recognition with a promotion and change in job title can be worth much more than spending the same amount of money on a pay-for-performance salary increase which eventually comes to be viewed as perfunctory.

County-sponsored events intended to build employee morale and boost comradery often fall flat with Library employees who can't leave their work locations for a late morning pancake breakfast or an evening swimming party. Library efforts to provide some compensation for not working in the Weber Center include "lunch with the director," where every third Thursday of the month staff meet to share lunch, best practices, and accomplishments; an employee summer picnic; and various pot lucks, contests, and celebrations. Coupons for drinks at the Library café are distributed at quarterly general staff meetings to help make up for lost opportunities to participate at events hosted by the larger County organization at the Weber Center.

Armstrong elaborated on the comradery that results from the employee summer picnic. All staff and their families, Board members, Friends of the Library, and elected officials are invited to gather at the Ogden Valley Branch and enjoy an incredible meal, live music, games, an appreciation raffle, and a chance to relax and enjoy each other's company. This year's event is scheduled for June 9.

Wangsgard noted, the County offers training, both required and voluntary. For example, the training recently offered for supervisors, and presented by Equality Utah, was one of the best the County has ever provided in support of inclusive public services. Library employees are engaged several times during the month with inhouse training and participate in state, regional, and national opportunities. Closing one full day each year for "staff development day" is a tradition that brings employees from across all five service locations together to focus on topics of special interest.

### **Program Management**

Burton noted that Phoebe Carter was providing training and coordination for the youth services team and had done a phenomenal job of developing competency units in the youth services area. In addition to holding regular group training sessions, she had put training units in writing and detailed performance expectations.

The youth services team hosted more than 1,600 individual programs for children and teens during 2022, attended by more than 76,000 young people. Of course, the most well know of these are the summer reading programs planned and implemented by a truly remarkable team. Project coordinators for 2023 include:

Discovery Time: Heidi Philpot

STEAM Club: Clelia Guinn, Karlene Eberth, Beth Atchison, M'Lisa Martinez Glyndwr,  
and others who present

Outreach: Dayna Smith

Teen Art Contest: M'Lisa Martinez Glyndwr

Teen Writing Contest: Brianna Horne

Teen Summer Reading Club: Karlene Eberth, Dayna Smith

Children's Summer Reading Club: Clelia Guinn, Natasha Mickelson

Guinn briefly discussed the many steps involved in creating the summer reading program and recognized the staff members who take responsibility for each aspect of the plan. Popular summer camps will return and will be expanded in scope and location. The ever-popular LEGO robotics workshops will also continue throughout the summer. Special project committee meetings and planning sessions are coordinated as needed.

In addition to managing the Pleasant Valley Branch, Smith coordinates adult and many family programs, also with the help of a dynamic team. During 2022, this group hosted more than 700 in-person learning opportunities attended by 15,000 community members. They also provided more than 250 self-directed activities that engaged approximately 29,000 participants. Smith

noted that employees set up and take down for every community meeting and programming venue, protecting County Library assets from damage and theft.

Adult program facilitators at this time include:

Adult Literacy: Rebeca Romero-Douberly, Carlos Camacho, Bobby Workman  
Adult Summer Reading: Susan Meagher, Steven Ellsworth, Kayla Carruth, Moran Harris  
Adult Winter Reading: Susan Meagher  
America Reads: Carlos Camacho, Dustin Holt  
Book Discussion: Josh Clemens, Steven Ellsworth, Susan Meagher, Leonora Schaelling, Kristi Blamires  
Certified Application Counselors (Healthcare.gov Marketplace): Susan Meagher, Leonora Schaelling, Dustin Holt, Kristi Blamires, Bobby Workman, Haley Van Vlack  
E-Team Appointments: Building Computer Liaisons & Reference Desk Staff  
Film Screenings/Interactive Movies: Kristi Blamires  
Outreach: Deborah Smith & Adult Programming Librarians  
Spring Gardening Series: Susan Meagher  
Summer Sizzle: Deborah Smith  
USU Extension Service Coordination: Deborah Smith  
Winter Fest: Haley Van Vlack

In addition to the learning that takes place, Smith said it was nice to see people from many demographics engaging together. The adult programming committee meets the second Wednesday of every month to plan and coordinate their activities.

Yip summarized special programs that are consistent in content and scope from year-to-year. Ladybug Roundup is the traditional Earth Day celebration with more than 210,000 of the little beetles distributed to model sustainable alternatives to pesticide use in home gardens. Participation at the four-day Weber County Fair is an annual tradition and requires 156 four-hour shifts to keep the six games and arts activities running from 11 a.m. until 11 p.m. Last year, community members purchased approximately 17,000 tickets to play games at Library Square at the Fair. Games required either one or two tickets so there were many players and many winners. The Library Development Fund provided \$5,000 in prizes to help keep kids smiling.

The Library Book Sale provides an opportunity for community members to purchase items de-selected from the collection and a vast number of books donated to Friends of the Library. Hardback books sell for 75¢, paperbacks for 25¢. Last year, the sale netted roughly \$12,000.

Winterfest is typically celebrated at the Main Library on December 24 with a dinner, live music, and family games. Donated hats, gloves, and toiletries are also distributed.

Other special programs, Yip noted, include author visits, such as Nathan Hale, author of *Hazardous Tales* graphic novel series, who will provide workshops for young people at three library locations on May 13, 2023, and a visit by Duane “Digger” Carey, who piloted space shuttle Columbia in 2002 during a Hubble Space Telescope servicing mission.

Finally, Yip referenced the “World on the Move” traveling exhibition sponsored by the Smithsonian Institution and the American Anthropological Association, which will be installed at the Southwest Branch November 12-December 22. The Library gallery is one of only 15 nationwide installations and the only stop for the exhibit in Utah.

Smith noted the adult program team is partnering with the Anthropology Department at Weber State University to provide educational events while the Smithsonian exhibit is in Utah.

Yip concluded by noting that planning committees for these special events meet as needed throughout the year.

### **Property Management**

In addition to day-to-day cleaning, grounds work, and maintenance, Armstrong reported on the five special projects that are scheduled to be completed this year.

The ductwork on the roof at Pleasant Valley Branch has endured 13 years of expansion and contraction due to seasonal variations in temperature and weather. This building is now the least energy efficient in the Library System and it is thought this is the case because of the deteriorating ductwork insulation, allowing tempered air to escape rather than being delivered to service points inside the building. Upgrading the insulation and planning for a penthouse structure to protect the ductwork is underway and will be completed this year. There will be considerable savings in the cost to heat and cool this building once the leaks are plugged.

Replacing the 10 rooftop heating, cooling, and ventilation units at Ogden Valley Branch was begun last year and will be completed this fall. The original units had a life expectancy of 20 years, but have been in place for 27. Engineers credit the one-third addition to the units’ life expectancy to the penthouse that protects them from the elements. Four of the units failed last fall, however, and only two were able to be temporarily pieced back together to provide heating during the past winter. Every bit of service has been wrung from this equipment.

The construction of a Utah Transit Authority (UTA) stop on the south side of the Main Library is requiring relocation of the Blue Sky sculpture to protect it from vandalism. The maintenance team is working with Prescott Muir Architects and the artist, John Clement, to relocate the work on a plinth at the southwest corner of the Main Library. Clement is interested in helping to deconstruct it, refinish it, and then put it back together in its original form.

Harvey asked if the contractor recommended by Commissioners had responded to the Library. Armstrong said he had initially shown interest, but had not responded to requests to review and help shape design documents.

Armstrong reiterated details presented in an earlier report to Board members concerning the tremendous public reception received when surplus Library vehicles were put on sale. Greater than anticipated income from the sales, coupled with a budget allocation, will enable purchase of



two replacement vehicles. A Toyota pickup truck had been ordered and a search was underway for an all-electric sports utility vehicle.

The fifth and final major 2023 project involved water-wise planning for grounds maintenance. Working with the landscape architect who planned the various grounds will ensure preservation of the integrity of the original design while making changes that save water and maintain curb appeal. The first project to be addressed will be restoring the landscaping at the Main Library that was severely damaged when foot traffic was routed through it during construction of the UTA transit stop. Plans developed for other locations will be implemented in subsequent years.

Armstrong noted the maintenance team meets the fourth Thursday of every month, rotating from building to building in order to undertake special projects that require extra hands, and then gathering for building reports, safety training, and other special activities.

The green operations and maintenance team is an adjunct to maintenance team that focuses on implementation of the Library Board's Green Operations and Maintenance Policy. They meet the first Thursday of each month and take on projects such as streamlining the location of recyclable waste to eliminate the cost of multiple pickups. The green team will be at the Nature Center on Earth Day to distribute yucca seeds gathered last fall from plants at the Main Library and planted in reused cores from toilet tissue stuffed with soils from Library compost bins.

Armstrong and others on the maintenance team support preparation of the capital budget by forecasting out five years with the goal of having no maintenance surprises. Architects and engineers are engaged to develop specifications that cover the full scope of projects. The tight definition of scope, and extremely detailed specifications for bidding, are the key to keeping projects on budget. The Library goal is zero change orders. Low bidders who exploit every oversight in bidding documents can quickly drive costs over budget. Good planning with professional guidance helps guarantee the best return on investment for taxpayers, Armstrong said.

Ogata asked about the capital plan, how far out does it go?

Wangsgard said the forecast is five years with the goal being to keep the public's facilities in excellent condition.

Harvey noted a change in County management that now requires all projects in excess of \$500,000 to run through a different central committee.

## **Public Services Management**

Wangsgard reported on one of the three big areas of focus for the year, training staff on Library Guiding Principles: Vision, Mission, and Goals.

Ancient Greek philosophers were the first to understand that personal growth and fulfillment are the keys to happiness, and that this quest is a lifelong endeavor. This explains why public

libraries strive to be lifelong learning centers, and why it can be said that library employees are in the business of making people happy. That is, our job is to help people as they seek knowledge and self-fulfillment, Wangsgard said.

The vision, she reminded, details the Library's responsibility to use reason in support of community members as they explore a unique life plan. Reason implies that decisions will be made based upon principles that can be embraced across special interest groups, rather than on a narrow set of prescribed values. Everyone would tend to agree, for example, that people deserve to be treated fairly, with compassion and respect. There is power in this shared vision. When a workgroup agrees on future goals, they make choices in the present to make it so. To be successful, employees must have a shared vision and be willing to set their personal opinions aside.

Ultimately this principle centered approach to visioning leads to the heart of the Library mission; that is, to empower each member of the community with a sense of personal worth and the self-confidence necessary to undertake and fulfill a unique life-plan. That is, to pursue their own goals, to achieve their own happiness.

The primary goal, in support of the vision and mission, is to provide access to a rich amalgamation of relevant information resources, programs, and services, enabling users to make meaningful decisions in their lives and participate as full-fledged members of our democratic society. The Library's secondary goal is to serve as the social glue that binds people together in a sense of community; that is, to manage resources, programs, and services so users will find civic cohesion and social solidarity in something other than a common race, a common religion, or a common culture.

To function in a principle-centered organization, employees need to understand the difference between organizational principles and personal values, Wangsgard continued.

Principles are universal truths found in nature; they are those things that can be discovered through reason. It is a principle that all people, for example, have the capacity for language and that everyone everywhere has the capacity to have spiritual experiences. Values are creatures of culture, they differed from culture to culture and from time to time. Where one is born determines if they speak English, Arabic, or Japanese, for example. It also influences their religious preferences.

The Library Board's policies are principle centered with a goal of being values-neutral. Implementation of these broad, principled approaches to public service require employment of people who have self-discipline and excellent judgment. Training during 2023 will help staff understand we are all hired for our judgment; that success rests on getting results, not enforcing rules. During training, Wangsgard said, employees will be led to understand that our number one goal is to provide outstanding customer service, so each staff member should set their personal and professional goals high. As an organization, we have confidence in employees' ability to achieve them, so our employee handbook is very simple. We have only one rule: Use good judgment in all situations, and feel free to ask a building manager, division supervisor, or library director any questions at any time.

When people come to the Library they are usually doing the best that they can although mitigating factors may cause their behavior to fall outside the bounds of what is acceptable, Wangsgard continued. The Library's radically civil service goal prompts employees to remember that the best among us can find ways to help individuals continue to be included. If options are exhausted and nothing leads to behaviors that can be included, the community member will have to leave for the day but will be welcomed back later.

There are easy steps to helping employees make principled, ethical decisions, Wangsgard said. They are usually easy to make but sometimes hard to implement. If we keep our collective eye on the shared vision of functioning as a principled organization, and supporting individuals in pursuit of a unique life plan, we will all do something in the present to make it so. This is one of our shared goals for 2023.

Johnson shifted the focus of the public service report to hands-on service improvements. Vega, he noted, is a new service that provided a public catalog module, the first tool people use to locate items in the collection. The new platform has several other very collaborative modules that are tweaked and updated every two weeks. The new Vega catalog will be launched on March 31 and will support features like creating personal reading lists and an enhanced search strategy. Future Vega modules that are in the process of being implemented include a meeting room reservation system and a program calendar, both of which will link to the new website. Vega is replacing Encore, the dated finding tool that is no longer supported by the vendor.

Johnson noted division staff meet monthly and implementation groups meet as often as need to get the desired results.

## **Technology Management**

Berry introduced a five-step plan being used to build the new website, including discovery and planning; modeling and architecture; design and construction; testing and validation; and promotion and marketing. Ogata is giving the quality control a big boost by editing each for more than 100 content documents.

The website is being built by leveraging a package of free, high quality resources provided by federal government agencies. These design components help make websites accessible and easy to use. They also lower the cost of implementation because many programming aspects come "out of the box." The Library website development team is now in the middle of the design and construction phase and they are all becoming more astute with web development skills. Vega modules for meeting room reservations and the program calendar will be integrated into the design.

Approximately 110 content pages have been provided by employees, most of which will be featured at first launch. The intent is to build a technology platform that can keep pace with the challenge of eventually launching a digital branch. That is, an alternative to a major search engine that offers access to a rich amalgamation of information resources without relying on self-defining algorithms.

Sebahar noted a digital branch may be a way to help the public understand that they are getting something special and there is continued progress in the Library System.

Berry offered to share a link to a webinar that provides insight to the concept of a digital branch: <https://www.oclc.org/en/events/2023/redefining-library-experience-ideas-into-action.html>.

Watkins summarized work being done by the design team, all of whom have been taking online classes, reading materials, and learning to model a website while simultaneously testing its viability. They are now testing with Friends of the Library and other live subjects to help determine ways in which the site can be enhanced.

Berry noted staff are working as an in-house design agency. They have developed a collaboration station and work daily on ways to utilize user-centered design.

Berry distributed “sample personas,” representations of library users developed from local census data. The personal goals and challenges of the people these personas represent aid in building a website that meets their needs. Usability testing, bringing in real people and watching people use site to see how they interact, provides feedback on how well the site design accommodates real people who represent the various personas. The website implementation group meets regularly to hone next steps and review accomplishments.

Reeder reported on major projects his team will be completing this year.

Replacing machines the public uses to access the catalog was underway. New thin clients had been procured and 35 deployed as online public access catalogs (OPAC). New thin clients will soon also be installed in all public computer commons areas to serve as print release stations.

Many projects are focused on replacing aging components, including four servers; 17 data switches; new security cameras at three branches; various life-cycle replacements (37 personal computers for staff at Southwest Branch and Headquarters); and finally, installation of a new materials handling system at Pleasant Valley Branch (PVB). The materials handling system currently in use at PVB was procured in 2008 and 15 years later is beyond its expected lifecycle. The challenge in replacing all these components will be to accomplish the work without interruption. The goal is one hundred percent (100%) uptime.

Reeder was also overseeing procurement and installation of items that will constitute the first phase of the makerspace development at the Pleasant Valley Branch.

Reeder and members of the technology team led the way in implementing the configuration, training, and loaning of 482 laptops, 337 iPads, and 1,000 hotspots courtesy of funding provided by the federal Emergency Connectivity Fund. All items will be circulating later this year. Wangsgard shared letters of thanks received from beneficiaries of this service, noting how the equipment enabled them to hunt for jobs, go back to school, and enhanced their lives. In other words, participate as full-fledged members of our society.

## Summary and Conclusion

Wangsgard thanked Board members and Friends of the Library for their time, noting individual presenters can be invited to return with more detailed information, if requested. She also thanked the presenters for their professionalism and acknowledged the considerable effort and expertise required for them to coordinate across five buildings, seven days a week, while open to the public.

Crosland also thanked those present for their work and for sharing a very enlightening overview.

### Other:

There being no further business, Ogata moved to adjourn at 7:10 p.m. Allison seconded the motion. All voted in the affirmative.

Respectfully submitted: Julia Valle 02 May 2023  
Julia Valle Date