

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: August 16, 2011

Board Members
in Attendance: Holly Bauman
Kathleen Herndon
Marie Irvine
Eric Jacobson
Tom Taylor
Jan Zogmaister

Board Members
Excused: Karen Leonardi

Others
in Attendance: Lynnda Wangsgard, Director
Karen Burton, Associate Director
Scott Jones, Assistant Director
Kim Hale, Comptroller
Julia Valle, Business Office Manager
Lezlie Sokolik, Public Relations Manager
Monette Hurtado, Legal Counsel
Evelyn Bertilson, Friends of the Library

Welcome Eric Jacobson:

Jacobson was introduced and welcomed as a member of the Board.

Review and Update of Board Roster:

A roster of current board members and their contact information was distributed and updated. A revised roster will be distributed during the September meeting.

Approval of Minutes:

Minutes of the July 19, 2011 meeting were approved as mailed.

Director's Report:

Hale presented the financial report, noting the County-collected revenue was about \$42,701 more than last year at the same time. Library collected revenue was a little short, about 54% of the projected revenue had been collected with 58% of the year completed. This gap should close

after the books and surplus property sale is held later this month. Expenditures were within expected tolerances.

Wangsgard reported an income of \$7,666.35 from the booths operated during the County Fair. Expenses totaled \$5,540.45, resulting in an income of \$2,125.90. The goal of the booths sponsored was not to generate income, but rather to create an opportunity to encourage fair-goers to use their Library, get feedback and suggestions for improved services, and thank the people for their ongoing support. The staff also worked hard to make the fair a fun experience for children and their caregivers, the goal being to make each participant feel like a "winner."

The Board was reminded of the annual Book and Surplus Property Sale, scheduled from 10 a.m. until 6 p.m., Saturday, August 27th, at the North Branch. Julia Valle will coordinate the sale again this year.

Ogden Valley Branch Promotional Brochure:

The final draft of a brochure promoting the Ogden Valley Branch as a retreat/training center was distributed for review. Sokolik detailed her marketing strategy for the facility and noted the final copy will be printed at a later date, after arrangements are made to accommodate parking for those who rent the facility.

Ogden Valley Branch Parking Facilities:

Discussions with the Huntsville Mayor and Town Board were in process, the goal being to acquire additional land to the west of the Library for a parking lot. This land is needed to facilitate renting the Library meeting rooms in order to produce an additional revenue stream for the Branch, helping to offset operating costs.

2012 Budget Preparation and Priorities, 10-Year Capital Plan:

The Library administrative team had worked in the interim between the July and August Board meetings to refine the capital master plan. In preparation for presentation and discussion of the plan, Wangsgard presented an overview of the history of the Library System, noting Weber County took responsibility for public library services during the 1960s, after the *Utah Code* was changed allowing counties to tax for support of a library, and after a vote of the people of Weber County authorizing the County to levy a property tax to develop a County-wide library system.

This public referendum established a covenant with the people; that is, residents from throughout the County voted to be taxed to build a Main Library in downtown Ogden on the condition that branch libraries would be established in other communities as the population warranted.

The Ogden City Library Board turned over their assets, which included the Ogden Carnegie Free Library and the Emerson Stone Branch Library, to the new Weber County Library Board, making the Weber County Library unlike any other in the state. Not only was the Weber County Library the first county-wide system, it was also unique in that it had the strength of resources inherited from a robust city library. In addition to the Ogden Carnegie Free Library's robust collection having the breadth created over an almost 100-year history, it also had the depth that came from serving as the de facto academic library for Weber College before it moved

from its Jefferson Avenue address to the present Harrison Boulevard location of Weber State University.

The Weber County Main Library opened in March of 1968, and soon thereafter elected officials from Roy City petitioned the Board to construct a library to serve their community. County officials were reluctant to adjust the tax rate to accommodate construction of a branch, preferring instead to invest in the bookmobile. Bookmobile services were preferred by elected officials because it was subsidized by the State, while fixed-site libraries enjoyed no such financial support.

When the Mayor of Roy threatened to withdraw support from the County Library System and build a city library, a small amount of tax revenue was made available to the Board to build the original Southwest Branch. The building was so small that it was inadequate the day it opened, but the community was promised that it would be expanded. The procedure for establishing this first new branch in the County System also set a bad precedent in that practically no funding was made available to buy books for the Library or for operating expenses, both of which were taken from allocations needed for the Main Library.

Soon after the Southwest Branch opened, North Ogden City officials asked for a timeline for construction of a Branch to serve those living in the northeastern portion of the County. It was not until residents of this area asked City officials to withdraw from the County System and build a city library that funding was made available for bricks and mortar. This time the Board did not settle for a building that was too small, but they did have to accept a plan that called for only half of the building to be completed, with a promise that the facility would be finished at a later date.

The Emerson Stone Branch was closed and the books moved to the North Branch, which opened in 1983 without benefit of funding to adequately enhance the collection or provide for operating expense. In August of 1984, the Library operating budget was running a significant deficit and all Library employees took a 20% cut in salary to keep the three Libraries open to the public.

County officials responded with a small tax adjustment for the Library and the new Director refinanced the North Branch, saving considerable cost over the original financial plan. This cost-savings was used to build a small addition to the Southwest Branch, which opened in 1987.

Library administrators recognized the bookmobile was usurping funding that could be better utilized for fixed-site libraries, but discontinuing the service required a facility be located in the geographically isolated upper valley. The Town of Huntsville donated a building site and the Ogden Valley Branch opened in October of 1995, this time with the funding required for a robust collection of books and non-print materials, as well as for operations. The building site lacked adequate parking, but additional land was to be made available by the Town to add a lot on the west side of the building at a later date.

With the opening of the Ogden Valley Branch, the number of people using the bookmobile dwindled to less than 300 throughout the County. During 1996, bookmobile service was discontinued and the savings set aside in the Library fund balance in order to provide the resources needed to procure books and materials as additional libraries were brought online.

The Pleasant Valley Branch opened in April of 2009, constructed with an increase in the Library

tax rate, enhanced with contributions from the public, and sporting a collection purchased with savings accumulated in the Library Fund balance. Unlike the Ogden Valley Branch, construction of the Pleasant Valley Library was delayed until land for adequate parking could be acquired.

The Library administrative team is now working with the Town of Huntsville to acquire the land needed to provide parking for the Ogden Valley Branch.

Looking back on the covenant made with voters when the County Library was established, Wangsgard noted an analysis of projected population growth illustrates the need for additional capital projects.

Jones distributed and reviewed a spreadsheet detailing population growth, and projected population growth, by decade, 2010-2060.

	NWB	NOB	MAIN	OVB	PVB	SWB
2000	10,943	24,303	69,503	4,874	32,463	54,446
2010	15,280	34,120	74,270	5,781	37,953	65,291
2020	19,721	41,603	84,896	8,112	43,707	80,158
2030	24,935	47,519	95,456	10,117	48,117	94,491
2040	35,132	60,678	98,585	12,503	51,480	112,142
2050	40,584	69,902	105,249	15,766	64,485	133,642
2060	46,239	84,240	111,747	18,741	75,388	157,004

The spreadsheet illustrated the Southwest Branch is currently serving a population that is more than double that of the North Branch and significantly larger than the population served by the new Pleasant Valley Branch. The chart also illustrated that within eight years, the Southwest Branch will serve a population almost as large as that served by the Main Library. By 2040, the population living in the Southwest Branch service area will eclipse that of the Main Library, making it obvious that the first project on the capital master plan should be a replacement of the Southwest Branch.

The administrative team looked strategically at the needs detailed in the master plan and proposed building an approximately 75,000 sq. ft. Southwest Branch and System Headquarters to serve the communities of Roy, West Haven, Hooper, and Riverdale. A portion of the new Branch would be dedicated to permanently housing the support services currently located in the basement of the Main Library (information technology services, acquisitions and cataloging, maintenance services, etc.), as well as for storage space for equipment and supplies currently held in the basement of the North Branch. The Board was reminded that it had been proposed that space for a new Headquarters be completed in conjunction with building the Pleasant Valley Branch, but the rising cost of construction at that time necessitated scaling back the plan.

Upon completion of the new Southwest Branch, the capital plan called for the lower level of the Main Library to be vacated and a floor-by-floor renovation of this building undertaken. The renovation would include asbestos abatement, seismic bracing, and updating of the technology infrastructure. The capital plan recognized that the Main Library is a community icon, and an outstanding example of modern architecture that should be saved. It was also estimated that remodeling and refurbishing the existing Main Library would be less expensive than building a

new central library.

Once the Main Library renovation was completed, the special and historical collections that would need to be temporarily moved from the basement of Main to the Southwest Branch while work proceeded would be moved back to Main, making room for the operational supplies stored in the basement of the North Branch to be transferred to the new Headquarters. With the lower level of the North Branch vacated, this space could finally be finished and the main floor renovated, completing the plan for this community library.

The last facility detailed in the ten-year capital plan was a branch library to serve those living in the northwestern portion of the County.

The capital facilities plan also recognized that the 45-year-old Main Library cannot wait for completion of the new Southwest Branch before some major infrastructure updates are completed.

Wilson detailed issues with the Main Library with which he had become familiar during the previous year, while serving as the Library's Professional Property Manager. For example, the computer room, which was originally constructed on the loading dock, has become completely obsolete and inadequate to serve as the Library System's data center. In addition to its lack of a "clean" environment, the computer room has inadequate cooling and substandard electrical service. An uninterruptible power supply (UPS) is being used during operational hours to power the data center, and then the UPS batteries are recharged overnight, when the majority of the equipment is shutdown. This arrangement presents the real possibility that a UPS failure will cause equipment to crash, resulting in the loss of data and possible damage to servers.

The electrical service to the Library is also completely outdated and needs to be replaced, as are the boilers and chillers. Wilson noted electrical panels are warm to the touch, indicating they are overloaded, while public service updates require more lines be run throughout the building. Wilson had been working with State boiler inspectors to gain authorization to keep the equipment operational through the next heating season. An issue with gas nozzles, which were originally ¼" in diameter but which are now worn so that they are ¾" in diameter, was among the most pressing, but certainly not the only, concern in terms of certifying the boilers as "fit for duty."

Wilson shared several other major issues with the Main Library, including drain systems under the cement floors which have disintegrated, causing dirt to fill the lines and fluid to back up on the surface.

The capital plan called for a number of pressing infrastructure improvements to the Main Library, including replacement of the boiler system and updating the building electrical service during the 2012 fiscal year. The plan also detailed hiring an architect to begin work on the Southwest Branch replacement, if land for the project can be acquired.

Hale noted that completing these proposed projects for the next fiscal year will require a tax adjustment, as the fund balance is reserved and needed for the collections and furnishings that will be required in the new Southwest Branch. Collections, furnishings, and equipment cannot be procured with bonding.

Hale had researched the tax adjustment that would be required to implement the 10-year capital plan. He emphasized the financial good health of the County and noted that it is an ideal time to borrow money and undertake construction as interest rates are low and cost per square foot of building space is lower than it has been for many years.

Wangsgard emphasized that one of the final assets the Board currently has at their disposal is the team that completed the Pleasant Valley Branch. Not only was it brought in under budget during a time when construction costs were skyrocketing, but the success of the design is appreciated by the public and recognized by others who tour the facility. This team has since been augmented with the hiring of Wilson who, before coming to work for the County, was the executive the construction contractor brought on-site to complete the Pleasant Valley Branch when it was falling behind schedule.

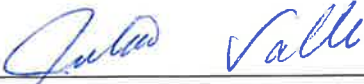
Hurtado, who led the group through a number of issues and negotiations, the Library support and management staff, and Friends of the Library are additional assets the Board has at their disposal in working through the capital master plan.

Board members discussed the merits of the proposed master plan and then voted to authorize the administrative team to present it to County officials for their consideration.

Other:

There being no further business, the meeting was adjourned at 6:55 p.m.

Respectfully submitted:



Julia Valle

20 September 2011

Date