

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: January 6, 2015

Board Members

In Attendance: Scott Spencer  
James Ebert  
Eric Jacobson  
Kathleen Jensen

Board Members

Excused: Brent Innes  
Spencer Stokes  
Tom Taylor

Others in

Attendance: Lynnda Wangsgard, Library Director  
Karen Burton, Associate Library Director  
Scott Jones, Assistant Library Director  
Julia Valle, Business Office Manager  
Evelyn Bertilson, Friends of the Library  
Chris Allred, Legal Counsel

Spencer called the meeting to order at 5 p.m. and welcomed James Ebert, the Commission representative assigned as liaison to the Board. Ebert noted he had requested the assignment and was looking forward to working with the Board.

Approval of Minutes:

Jacobson moved approval of the December 2, 2014 meeting minutes with the addition of James Ebert as being in attendance. The motion was seconded by Jensen. There being no questions or discussion, all voted in the affirmative.

Director's Report:

Wangsgard presented the statistical report, detailing and comparing output measure comparisons between November 2015 and November of the previous year. Jacobson asked about the public computer use numbers that were down at the Main Library. Jones noted a piece of equipment was in the process of failing, causing several public workstations to be offline. The equipment item will be replaced early during the 2015 budget year.

Jensen asked about the circumstances that would register as a "time constraint" on the statistical sheet. Burton noted time constraints were a tally of the number of times a staff person was not available to assist the public, or when a reference question asked could not be immediately answered. For example, she noted, when a phone call is missed because all employees are

already engaged in serving people at the desk, or when a question requires significant time to complete the search, such as helping to identify an antique.

Some building improvements planned for 2014 were not undertaken. It was judged more cost effective to continue jury rigging the existing building support systems rather than replace major components soon to be abandoned for more efficient technology. A myriad of smaller "fixes" to mechanical, electrical, and plumbing systems had, however, created a shortfall in the building maintenance line item. Transfers for other unexpended line items will be sufficient to cover the shortfall.

Allocations for "improvements to buildings" will be unspent and accumulated in the Library fund balance. The goal in managing expenditures in this way was to complete the budget year without using any of the fund balance appropriation. Resources saved be drawn upon later to cover increased operating costs that will undoubtedly occur when the new capital projects are made available to the public.

Jacobson moved acceptance of the director's report. Jensen seconded the motion. Spencer asked if there were any questions; seeing none, he called for a vote. All responded in the affirmative.

#### Capital Projects Update:

Ebert had visited the Headquarters construction site and voiced enthusiasm for the progress being made. He will be working to get additional background during the weeks ahead.

Ebert also updated the Board on the contract with EDA Architects for design of the North Branch. The contract had been approved during Commission meeting earlier that day. Brent Taylor, North Ogden City Mayor, had met with Ebert and Wangsgard, expressing excitement and support for the project on behalf of North Ogden Officials. Both the Mayor and Ebert are interested in being involved and working with the Board in moving the project forward.

Spencer asked for an update on the disposition of the donation of land where the skateboard park is currently installed.

Ebert responded, noting North Ogden City is excited about the Library being the crown jewel in their plans for building an identifiable city center and government complex. They are working through the details of asking for financial support in relocating the skateboard park, including application for a RAMP grant, before making a commitment to the Board.

Now that the contract is in place for design of North Branch, Wangsgard noted, work can proceed in gathering cost estimates for the various expansion options and best operating practices. The architects and engineers will report before work is started on design.

Spencer asked if any progress had been made in locating a possible site for a northwest branch and if the Board could help in initiating discussions with possible donors.

Wangsgard noted that Commissioner Gibson was taking the lead on this and was planning to meet with members of the Development Board to pursue options. Wangsgard and Ebert need to meet with Gibson for an update on the agreed upon strategy before moving forward.

Donation of a building site is the first step in leveraging donations to facilitate savings at Headquarters and Main, which can then be set aside for the sixth library. It is unlikely there will be significant savings in the North Branch project.

Ebert expressed a desire to sit with Library Board to discuss northwest branch options, including demographics, locations of schools, etc. The goal would be to "get ahead of the curve," and have the library serve as a source of economic development by attracting people to an area.

Jacobson asked about opinions expressed during the public meetings held to review progress on the Main Library. Wangsgard said some interesting observations were received, but nothing was suggested that had not already been considered. Space adjacencies have an optimum relationship, but no building is perfect. The February Board meeting will be dedicated to an update of capital plans, focused primarily on the Main Library. The Board will then be able to again review special allocations and relationships before construction drawings are undertaken.

Motion to Adjourn Open Meeting and Convene Closed Executive Session:

Spencer called for a motion to adjourn the open meeting and convene a closed executive session to discuss personnel issue.

Jensen moved to adjourn. Jacobson seconded the motion. There being no discussion, Spencer asked for a roll call vote:


Ebert, Yes  
Jacobson, Yes  
Jensen, Yes  
Spencer, Yes.

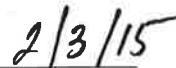
Other:

The Board reconvened in a regular session at 7:15 p.m.

There being no remaining business, Jensen moved to adjourn. Ebert seconded the motion. All voted "aye."

Respectfully submitted.

  
Julia Valle

  
Date