

**WEBER COUNTY LIBRARY  
BOARD OF TRUSTEES  
MINUTES**

Date: October 18, 2011

Board Members  
in Attendance:

Holly Bauman  
Karen Leonardi  
Kathleen Herndon  
Eric Jacobson  
Tom Taylor  
Jan Zogmaister

Board Members  
Excused:

Marie Irvine

Others  
in Attendance:

Lynnda Wangsgard, Library Director  
Karen Burton, Associate Library Director  
Scott Jones, Assistant Library Director  
Kevin Wilson, Professional Library Property Manager  
Kim Hale, Library Comptroller  
Angela Igo, Information Technology Systems Librarian  
Julia Valle, Library Business Office Manager  
Marcia Harris, Library Development Board

Others  
Excused:

Monette Hurtado, Library Legal Counsel  
Evelyn Bertilson, Friends of the Library

Minutes:

Minutes of the September 20, 2011 meeting were approved as written.

Director's Report:

Hale presented the financial report, current as of September 30, 2011. Total County-collected revenue was about \$41,407 more than last year at the same time. All Federal and State funds had been expended and drawn down.

Library collected revenue was running a little short of budget projections (70% with 75% of the year completed), with the shortfalls mainly in Book Replacement Fees and Room Rentals.

efforts on providing English as a Second Language (ESL) classes; adult basic literacy (ABL), one-on-one tutoring, for those who speak English but do not read or write with proficiency; and U.S. citizenship classes. All coursework and lesson plans will eventually be provided by ProLiteracy.

Burton reported that Suzanne Hogan had been hired to serve as the Library Literacy Coordinator. Under Burton's direction, Hogan will coordinate ProLiteracy programs with the Library's many other literacy programs which are developed and taught in-house: Discovery Time, Family Fun Nights, Computer Literacy, etc. Hogan will also help coordinate adult computer literacy services. Adult services librarians are working with the public using specialized software to help patrons complete resumes, search job sites, prepare employment applications, and practice interview skills. Teen programs also emphasize employability by offering opportunities to gain skills needed to land that first job.

One of the goals in hiring a Literacy Coordinator was to focus Library employee efforts on the resources available through ProLiteracy, and to eventually become a community-wide resource for other groups, such as churches, fraternal organizations, and clubs, that may wish to become involved in helping others learn English or improve their reading and writing skills.

All volunteers working in the Library's literacy program, whether in ABL, ESL, or other classes, will be required to certify under the ProLiteracy program, which requires and provides ongoing trainer development opportunities; communication with a national trainer network; recognition; and ultimately, program credibility.

#### Building Improvement Update:

Wilson reported on the following major building improvement projects completed as of September 30, 2011, as well as those still slated for completion before year-end. He noted the majority of the work had been completed by Library maintenance employees without the need to hire additional staff. In-house completion of these projects had resulted in considerable savings to the taxpayers and had freed funding in the Library budget for upgrades in public services, such as hiring a Library Literacy Coordinator.

#### ***North Branch improvements completed included:***

The north end of the building had been remodeled to create space for installation of an automated materials handling system;

The circulation desk was remodeled to facilitate installation of RFID self-check technology;

RFID triple corridor security gates had been installed;

The building had been rewired and serpentine workstations installed to expand

The exterior insulating finishing system (EFIS) had been repaired and refinished;

***Southwest Branch improvement projects slated for the final quarter included:***

Circulation desk will be remodeled to accommodate RFID self-check technology;

Modular work stations will be installed in the circulation area to facilitate use of RFID check-in technology;

New outdoor book drops will be installed;

RFID security gates will be installed to protect the collection from theft;

Infrastructure for electric vehicle recharging stations will be put in place.

***Pleasant Valley Branch improvements included:***

Replacements and upgrades to landscaping were completed.

***Pleasant Valley Branch improvement projects slated for the final quarter included:***

A ramp will be installed to facilitate snow removal services on pathway;

Cement block needed to complete on-site green waste recycling will be purchased.

***Main Library improvements included:***

All trees were trimmed and shaped.

The 46-year old soffit, the predominate architectural feature of the Main Library, was repaired and restored.

An auxiliary electrical line was installed in the data center, providing the power needed to accommodate a more robust uninterruptable power supply which was procured to help protect equipment in the computer room from power fluctuations.

***Main Library improvement projects slated for the final quarter included:***

The jacks in both elevators will be removed and replaced, bringing them up to current building code.

The parking lot will be trenched and power and data lines run to facilitate installation of a building security monitoring system.

"People come to the library to *find*, not to search," Igo noted. Encore marshals all manner of search technologies, including faceted search results, tag cloud, "Did you mean?", popular choices, recently added suggestions, and relevance ranking, as well as Web 2.0 features such as ratings and reviews. "It's an integrated discovery application," Igo continued, "that responds to searches with current scholarly and popular articles, local books, e-books, specialized digital collections, subscription databases, institutional repositories, and more." Users can easily grasp a picture of exactly what the Library offers, along with access to real time circulation status; library programs; and materials reserved for special courses such as adult literacy and Weber Reads. Igo reviewed each element on the search screen and conducted sample searches.

Jacobsen inquired about the algorithm used by III to produce the demonstrated results. Jones noted that it is a closely guarded corporate secret.

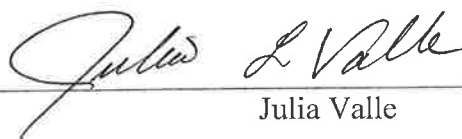
The Encore product is being installed, customized, and tested for implementation before year-end.

Other:

Bauman asked if the Board would again like to hold one of their monthly meetings at each of the Branch libraries? All agreed to schedule the first four meetings in 2012 at a different Branch, beginning with Pleasant Valley in January.

There being no additional business, the meeting was adjourned at 6:40 p.m.

Respectfully submitted:

A handwritten signature in cursive script that reads "Julia Valle". The signature is written in black ink and is positioned above a horizontal line.

Julia Valle