

WEBER COUNTY LIBRARY

BOARD OF TRUSTEES

MINUTES

Date: August 5, 2014

Board Members

In Attendance: Scott Spencer  
Brent Innes  
Kathleen Jensen  
Spencer Stokes  
Tom Taylor  
Commissioner Jan Zogmaister

Board Members

Excused: Eric Jacobson

Others in

Attendance: Commissioner Kerry Gibson  
Evelyn Bertilson, Friends of the Library  
Marcia Harris, Development Board  
Holly Bauman  
Kathleen Herndon  
Robert Hunter, President & CEO, United Way of Northern Utah  
Lynnda Wangsgard, Library Director  
Karen Burton, Associate Library Director  
Scott Jones, Assistant Library Director  
Julia Valle, Business Office Manager

Spencer called the meeting to order at 5 p.m. and introduced those present, including Kathleen Jensen who was attending her first meeting after being appointed to serve a four-year term. Kathleen noted she already felt at home, perhaps because her mother was a librarian. In introducing herself, Jensen also noted that she had taught school and raised eight children. Zogmaister reminded her to report that she was selected as Weber County's 2013 Mother of the Year. Jensen lives in Huntsville.

Robert Hunter introduced himself as a former County Commissioner who also served on the Library Board. He previously held the position of Ogden City Manager and is currently the President and CEO of United Way of Northern Utah. Hunter said he was in attendance out of interest in progress on the capital plan.

Jacobson and Chris Allred, legal counsel, had asked to be excused.

Approval of Meeting Minutes:

Stokes moved acceptance of the July 1, 2014 meeting minutes as distributed. Zogmaister seconded the motion. There was no discussion. All voted in the affirmative.

## Director's Report:

A rosewood clock and check in the amount of \$1,000 had been forwarded from the American Library Association and were presented to Bertilson in recognition of Weber Friends of the Library's outstanding effort to engage the community during the 2013 bond election.

Wangsgard thanked the Friends organization for all they do to promote quality library services throughout the state and beyond, noting that their bond election effort will serve as a model on the national library stage. Members of the Board joined in congratulating and thanking Bertilson and all those who work to improve access to library services.

Three former employees and friends had passed during the previous month. Bill Higley, a 30-year volunteer, was remembered for his love of the art of mime and as a master storyteller as well as the joy his art brought to children. Bill Colvell served as the Library building engineer for almost 40 years, inventing solutions to problems and saving money through his ingenious approach to challenges of every sort. Elaine Stephens was credited with starting the Library's Reading Is FUNdamental program that gets books into the hands of children reading below grade level, and for helping to automate non-print services. Elaine and her husband, Doug, it was remembered, donated the building site for the Pleasant Valley Branch where the art gallery carries her name. Fitting ways to recognize these individuals' contributions and honor their memories will be detailed during the months ahead.

The statistical report illustrated community members' use of the Library during the month of June and detailed increases in several categories, chief among them being number of books borrowed, meeting room use, reference transactions, and number of people visiting the libraries. During June, for example, almost 123,000 visits were recorded and more than 208,000 items were checked out. These numbers compare favorably with 114,000 visits during June of 2013 and 196,000 items borrowed. A total of 384 groups, 10,645 people, used public meeting rooms during the month, and more than 80,000 computer sessions were logged.

The financial report for the month of June illustrated all revenue and expenditures were within established parameters. Several revenue items collected in-house were running ahead of budget estimates and Wangsgard was carefully monitoring collections from County, which were showing a slight lag over projections.

The Headquarters Library was on schedule and under budget by approximately \$1,900,000.

Plans were in place for the "Library Square at the Fair," with an addition of an information booth to report progress made to date on Library capital plan upgrades. Information available to the public will include conceptual renderings for renovation of the Main Library and expansion of North Branch. Comparative construction costs for the Southwest Branch/Headquarters Library with costs of those for libraries constructed in neighboring counties will be available to help put the Weber County Library plan in financial perspective. Board members were invited to spend time at the Fair, meeting and greeting the public and listening to their comments and ideas.

The annual book and surplus property sale was scheduled for Saturday, August 23, at the North Branch. It is a joint effort of Friends of the Library and the Library staff. Valle manages the Library portion of the sale, Bertilson takes care of the Friends responsibilities.

Taylor moved acceptance of the Director's Report; Stokes second the motion and all voted "aye."

## Capital Projects Review:

*Southwest Branch/Headquarters (SWB/HQ)*. A building permit had been issued and fees paid in the amount of \$153,066.97. With exception of the connection fee for natural gas, this brought to completion payment for all fees and permits associated with construction. The natural gas connection fee will be less than \$15,000. Zogmaister will meet again with Roy City officials to request they refund fees already paid in order to expedite issuing the building permit.

Zogmaister had already met with North Davis Sewer District to request they waive their connection fee of \$4,500, which they did. She reported Sewer Board members were very gracious and expressed support for enabling other taxing districts to complete projects without increasing costs to taxpayers by requiring funding be passed from one entity to another. Because the SWB/HQ Library was designed to LEED standards, engineers project reduction of water use in all fixtures to be 43% below that of a standard public building, complementing the Sewer District's mission to conserve water resources. Stokes asked if it would be appropriate to list the District on the building donor plaque. All agreed that they should be recognized.

The Board also discussed approaching Rocky Mountain Power and Questar Gas to enquire about waiving utility connection fees. Stokes and Zogmaister will work with staff to make contact with the appropriate executives representing these public utilities.

An "Application for Transportation and Utility Systems and Facilities on Federal Lands" had been completed during July and forwarded to the Weber Basin Water Conservancy District. The District has rights to the abandoned well adjoining the SWB/HQ building site. Zogmaister worked with Page Flint to acknowledge the need for access over this property in order to allow for construction of the access road to facilitate deliveries on the west side of the building. Darin Hess reported the Conservancy District approved the request to allow both an access road and landscaping on the property. The request for approval had then been forwarded to the U. S. Bureau of Reclamation, which has title to the property, for final review and approval. A response from the Bureau is expected during October. Stokes suggested Congressman Bishop's office be contacted to help speed up addressing this request at the Federal level.

The Development Board was organizing to help identify individuals to make contributions to enhance the SWB/HQ library. A donor interested in helping provide commercial lease space equipment had been identified and a contribution had been tentatively pledged.

Jones reported that the perimeter footing was poured as was approximately two-thirds of the foundation. All utility infrastructure is in and connectivity will be completed over next several weeks – in plenty of time for heating the building during the winter months. Some steel was already on site and masonry walls will start going up by mid-September. The building will be phased from west to east. There will be a lot to see in a month or two, so plans are being made to hold the October Board Meeting on-site. Architects will be invited to gather with the Board at that time.

Submittals from subcontractors were a major focus of work being done by the contractor and architect, ensuring the subcontractors were planning to provide materials that meet design specifications. Submittals listed line by line on a spreadsheet now total more than 40 pages and represent not only the quality of the products to be used in construction but also staging of when and how the materials will be delivered and stored.

*Main Library.* An Ogden City Council work session was scheduled for August 20<sup>th</sup> to discuss progress on the Main Library. Additional information will be provided when it is received.

The Weber Historical Society had selected the Main Library to receive proceeds from their September 12, 2014 home tour. Their donation is to be earmarked for to purchasing Herman Miller furniture for the renovated facility. Local historical groups are working to ensure the renovated facility is repopulated with institutional quality appointments that complement the original furnishings.

*Ogden Valley Branch.* Harley and Bucks had selected the Branch to receive proceeds from their annual art sale.

*North Branch.* North Ogden Mayor, Brent Taylor, had forwarded a letter, proposing the City and Library Board approve a memorandum of understanding concerning maintenance and use of the shared parking lot at North Branch. Wangsgard reminded the Board the City and the Library share the parking lot on the North side of the Branch. There is currently not enough Library-designated parking at the Branch to accommodate expansion of the facility as detailed in the capital plan. To help address this issue, the Mayor suggested:

- The Library System be given an easement to make use of the entire lot as needed (the City will continue to use this lot, but only for public parking; all City parking will be elsewhere)
- The City will be responsible for short-term maintenance, including street sweeping and snow plowing the entire lot and for clearing the sidewalks during the winter
- The Library will be responsible for long-term maintenance, including periodic restriping and overlay of the lot.

A bid for sealing and restriping several Library lots detailed the approximate cost of including the North Ogden City portion of the shared parking lot to be approximately \$4,500. This compared favorably to the savings that would occur over time if the City were to clear snow from the parking and all campus sidewalks.

Board instructed staff to proceed as reported.

#### Status and Scope of Projects:

Commissioner Gibson joined the Board to discuss a “Shared Vision” statement. Gibson noted all three commissioners found much to agree upon with the Library Board and had drafted the statement to guide the capital plan projects.

Gibson stated “the Commissioners want to strive toward better communication and had developed a framework to guide them in this effort; hopefully a framework the Board will consider adopting and presenting to the public.” “The framework is not detailed,” he noted, “but rather is a basic statement all three Commissioners support.” It is a “statement of where we are but also a call to action, asking the community to share the vision and work toward partnerships with others,” Gibson said. “To the extent that you agree with what’s in here, we can go forward in a way that expresses that to the public,” Gibson continued, describing the vision as a statement of where the County Commission is at the present time.

Gibson noting all three Commissioners had spent considerable time discussing the issue and they were all on board with the following statement.

#### SHARED VISION:

#### THE FUTURE OF LIBRARIES IN WEBER COUNTY

AUGUST 5, 2014

The Weber County Commission, in cooperation with the Library Board of Trustees, would like to take this opportunity to announce our shared vision for the future of libraries in our County.

Working cooperatively and transparently, we will not only complete the four Library capital improvement projects as promised to the public during the 2013 bond election, but we will also address the need for an additional branch to serve the people living in the northwestern portion of the County. It is not our intent to take away from the quality of what was proposed during the bond capital campaign, it is rather to demonstrate leadership and a spirit of cooperation that exemplifies what government can accomplish for the people when we work together to build our community.

To accomplish this challenging goal of adding a sixth branch to the County Library System, we will issue the complete \$45M bond package as presented and approved by the voters, while also inviting the support of mayors and city councils, foundations and friends, and all County residents to enhance the general obligation bonds by providing the resources necessary to complete this improved capital plan. The County Commission, Library Board of Trustees, and Library Management Team will provide strong fiscal oversight of the approved projects, ensuring every dollar is wisely spent, leveraging future value and return on investment for all of our residents.

The new Southwest Branch/Headquarters Library will soon be a beacon on the densely populated southwest side of our County, signaling what will follow in rapid succession on the east side with the renovation of the flagship Main Library and in North Ogden by expansion and upgrading of public service space at the North Branch. A sixth library to serve the people living in the northwestern area of the County will complete the plan. Together, these new and renovated libraries will infuse our communities with opportunities for people to come together to teach and learn, to attend and participate, to gather and enjoy.

After taking time to read the Vision statement, Spencer stated he agreed with the concept of adding a sixth branch, but voiced concerns about the source of funding. Budgets for capital projects have been tightened and substantial savings have, and will continue to be, achieved. He said he is in support of this effort, and would like to complete a library in northwestern Weber County, but Spencer noted "he is not entirely comfortable saying the Board can meet their commitments made during the bond election and build another library on the \$45,000,000." That said, Spencer reiterated his position that he would love to see a full service library available to those living in the Northwestern area of the County, and would welcome an opportunity to work with the Commission toward this goal.

Stokes said the shared vision creates a target and ends the divisiveness that has followed the projects to date. "The Weber County community responds to a challenge," he said. Northwestern Weber County deserves a quality library and we have already saved \$2,000,000 to put toward a sixth facility. With friends and donors supporting the cause, "everyone can work toward the common goal, which will be so much easier with everyone on the same page." "Following in Commissioners footprints" Stokes noted, "we can accomplish the goal." "Let's move on and work together to build this additional branch."

Gibson agreed, saying he “hoped the shared vision would be our mantra with friends and neighbors, and if we can do that we can accomplish our goal.”

Commissioner Zogmaister built on Gibson’s message, noting “there has been a lot of discussion on this and the vision statement reflects a point of agreement within the Commission that allows us to move forward . . . getting on to more important things. It is a point of agreement that reflects an opportunity. We can second guess and predict sticking points, but that’s not what is important, but what is important is that the \$45,000,000 will be spent on the plan.”

Gibson expressed confidence in the Library management team and their dedication to building under budget. Zogmaister noted the vision was specifically written to reflect the desire of the Library Board and agreement on the part of the three reflects areas of agreement with where Commissioners have come together.

Burton stated she thought it important to honor the Commission’s standing on the agreed upon vision, and recognize they all put great time into the process. “It is important that we recognize and honor their trust of the Library Board and the staff. “The vision statement entrusts Library managers with overseeing the projects and empowers them to work to save money wherever feasible in order to put the sixth library in place,” she said.

Wangsgard expressed enthusiasm for the vision, noting it is an opportunity to leverage the bond. “There will not be another general obligation bond for libraries in a good long time,” she said. She suggested that by working together all interested parties could use this leverage to put a sixth library in place to complete the capital plan. “The Library Board, Friends of the Library, Development Board, and Library staff are a formidable team, and if we are not up to the challenge now, no one may ever be, we should do it now,” she continued. “Having the Commissioners lead the cause will get donors’ attention and bring others onboard,” Wangsgard reasoned.

Highlights of the vision were discussed, including an agreement to sell all of the bonds approved by the voters in June of 2013, and complete the capital projects as presented to the voters. Harris wondered where the additional funding would come from and if the Development Board would be expected to raise the money. Gibson noted the vision statement called for it to be a joint effort with cities, foundations, and friends all needing to lend a hand to make the enhanced capital plan a success.

Stokes made a motion to adopt the statement as a Shared Vision of the County Commission and Library Board. Taylor seconded the motion.

Spencer called for a vote on the motion to adopt the Shared Vision statement. All Board members voted in favor of the motion.

Spencer said he felt it was a positive direction and he complimented the Commissioners on their work.

Other:

There being no further business, Stokes moved, and Zogmaister seconded the motion to adjourn. All voted ‘aye.’

Members of the Board, Friends of the Library, and Library managers planned to gather immediately after the meeting for dinner in celebration of Kathleen Herndon's service on the Board.

Respectfully submitted: Julia Valle      2 September 2014  
Julia Valle      Date