

WEBER COUNTY LIBRARY
BOARD OF TRUSTEES
MINUTES

Date: October 1, 2013

Board Members
in Attendance: Marie Irvine, Chair
Kathleen Herndon
Eric Jacobson
Scott Spencer
Spencer Stokes
Tom Taylor
Jan Zogmaister, Commissioner

Others in
Attendance: Lynnda Wangsgard, Director
Karen Burton, Associate Director
Scott Jones, Assistant Director
Julia Valle, Business Office Manager
Monette Hurtado, Legal Counsel
Evelyn Bertilson, Friends of the Library
Kevin Wilson, Professional Property Manager
Randy Mueller, Professional Business Manager

Call to Order and Approval of Minutes:

Irvine called the meeting to order at 5:00 p.m.

Wangsgard reported on a clarification of meeting minutes requested by Dan Olsen; that is, the County's bond rating is Aa2, not AA as reported in the draft minutes.

Spencer moved acceptance of the September 3, 2013 meeting minutes as corrected. Taylor seconded the motion. There being no discussion, the minutes were approved by voice vote.

Director's Report:

Board members received a spreadsheet, detailing a completed August budget adjustment and a yet-to-be-completed September adjustment. The August adjustment reported during a previous Board meeting was to recognize revenue and expenditures associated with a State Community Library Enhancement Fund grant. The September adjustment was made to address a deficit in the "equipment" line item, resulting from the manner in which actual invoices received were to be charged against internal accounts. Additional adjustments will likely be needed to keep projects running through year-end.

All revenue and expenditure line items were within expected parameters.

The service metrics report illustrated continuing growth in multiple categories. Circulation transactions increased by almost 11%, from 178,294 to 197,657. Program attendance was up

from 5,441 to 6,569 individuals, a 21% increase. The public's use of meeting rooms was up 29%, from 5793 to 5810. Reference transaction showed the largest jump, 65,976 during August 2012 to 86,754 during August 2013, an increase of 31%.

Web Site Review:

Jones reviewed the Web pages (<http://www.weberpl.lib.ut.us/capital-plan-updates>) developed to report construction progress on the Headquarters Library, Main Library renovation, North Branch renovation, and street improvements at the Ogden Valley Branch. Each project had a separate timetable and page for reporting to the public. The pages were being populated with information on the overall plan, progress achieved so far, planning and design documents, and related educational links and materials.

Jones also demonstrated a link created to promote attendance at an exhibit, "Deadly Medicine: Creating the Master Race," produced by the United States Holocaust Memorial Museum. This traveling exhibit was being hosted through December 1st in the Black Box Theater at Pleasant Valley Branch. Deadly Medicine traces the history from the early 20th-century international eugenics movement to the Nazi regime's "science of race," and challenges viewers to reflect on the present-day interest in genetic manipulation that promotes the possibility of human perfection.

A third Web page, detailing provisions and requirements of the Affordable Care Act, was designed to provide factual information to the area residents who will rely on the Library to help them navigate the requirements of this law. Just as thousands utilize Library computers and staff to aid in filing their taxes, completing non-contested divorces, and other projects relating to health and the law, Jones noted the Library will be a community resource for this new legal obligation. Because the Weber County Library System incorporates both a public law library and community health centers in its service priorities, it is uniquely positioned to help the people navigate the requirements of the Affordable Care Act.

Staff Development Day Training:

The annual staff development day training was scheduled for November 11, 2013, at the Ogden Valley Branch. Board members and Friends of the Library officers were invited to attend and participate with the staff.

Weber Reads Kickoff:

Margaret Rostkowski introduced "Weber Reads: *The Odyssey*," the 2013-14 community-wide reading program. Rostkowski reviewed the mission and history of Weber Reads, and then introduced *The Odyssey* as a 2,700 year-old classic that is available in editions and formats that make it accessible to readers of all ages.

The Weber Reads Board worked with Friends of the Library, County Commissioners, and teachers studying with the Wasatch Range Writers, to develop a packet of materials for distribution to every school in Weber County. The teachers wrote more than a dozen lesson plans for elementary, junior high, and high schools classrooms. The lesson plans, were

WEBER READS

Our Mission:

Weber Reads links individuals, communities, and cultures through reading, contemplation, and group discussion of books, both fiction and non-fiction, that stimulate us to make connections where we noticed none before – between our ancestors and ourselves, between one culture and another, between the community and the individual.

Our Vision:

Weber Reads provides opportunities for people to read, reflect, and engage in meaningful dialogue, framed around a work of literature, which helps illuminate experiences and beliefs that transcend group values to unite us as human beings (American Library Association). All people, regardless of age, reading ability, and social or economic standing are welcome and encouraged to read, reflect, and engage in Weber Reads' conversations. Reading materials are provided free to the public and all sponsored programs are open to everyone who wishes to participate.

Our Community Partners:

Individuals, families, and community groups are encouraged to join the Weber County Library System, Weber State University, the *Standard-Examiner*, and the Weber County Commission in promoting Weber Reads by planning additional programs and discussions focused on the year's selected texts.

proofed and formatted by Marcia Thomas, and then packaged by Lezlie Sokolik, along with age-appropriate books provided by Friends of the Library. The program package materials ranged from children's picture books to graphic novels for teens, from easy readers to the standard text in verse form. Also included in the packet was a bibliography, detailing films, audio books and other resources owned by the Library and available to the public. Bertilson personally delivers the Weber Reads packets to each school in the Weber District, Rostkowski assists in delivering to schools in the Ogden District. The goal is to have every school, public and private, engage in the Weber Reads programs, using the books and materials provided by the Library.

Rostkowski reviewed the central story of Odysseus and his adventures during the Trojan war, including his famous Trojan Horse ploy, to capture the city of Troy. But noted there is another theme, she noted, that is every bit as powerful. Odysseus went away to war when his son, Telemachus, was just a baby. He was away for twenty-two years, twelve at war and ten years on the journey back home. Other returning warriors told Telemachus tales of his father's heroic deeds, and he wondered why he had not come home. Was he dead? Odysseus' wife, Penelope, never lost hope that Odysseus would return, but was badgered to marry again and share his position and wealth. Their home was in wreckage as they awaited his return.

The Odyssey is the story of the return of a warrior and of what happened to him as a result of the war. It is a psychological journey that takes ten years to complete as he has to be cleansed from the horrors of war. Many books have been written about the affects of war, including *Odysseus in America*, a book about what happens today when a warrior comes home. Homer knew something 2,700 years ago about cost of war, and the price we pay in our communities and families today is little different. Beautiful editions of *The Odyssey* and lessons planned by master teachers will lead students through discussions designed to explore these ago-old issues.

By way of developing additional public programs to enhance the readings, Herndon suggested a program be planed to teach children correct pronunciation of Greek names. Stokes suggested tying Weber Reads with the County Fair. The Weber Reads Board will follow through on these and other program ideas.

The 1014-15 Weber Reads will focus on the writing of E. B. White, dean of American essays, who also wrote children's books, including *Charlotte's Web* and *Stewart Little*.

Library Bond Election Analysis by Voting Precinct:

Mueller presented an analysis of the official election results from the bond proposition for Library capital improvements. Approximately 31% of all registered voters participated in the vote-by-mail election, with a solid 54% majority voting in favor of the measure and 46% against.

Analysis of the vote returns by Library service area illustrated strong geographic support for the bond in almost every area of the County currently served by a library, with the highest level of support being within a five-mile radius of each service point. The weakest support for the bond was in the northwestern portion of the County, where no improvements were proposed as a part of the capital plan. Only 53 votes prevented a sweep of every voting precinct in Ogden, only 10 votes from carrying every precinct in Roy, and 54 votes in North Ogden. Every voting district in the area served by the Pleasant Valley Branch, South Ogden and Washington Terrace, voted in favor of the bond. In all, 106 precincts voted in favor of the bond, 51 against.

Board members speculated what the vote might have been had there been a Northwest Branch in the capital plan. Voters in the northwestern portion of the County did not vote in the majority for

the bond, but as Friends of the Library were greeting people living in this area of the community, many were in support of the Library System.

Jacobson had also done an analysis of the vote totals, which supported the analysis presented by Mueller. Jacobson further noted the proximity of a voting precinct to a library was significant and that larger precincts favored the bond as did precincts with lowest turnout. He suggested an analysis be done to see if the general distribution of Library cards throughout the County in any way matched the distribution of votes in favor of the bond.

Board reviewed the need to extend services to those living in the northwestern portion of the County. At least one city in this area had voiced a desire to provide a building site for a library in their area.

Ogden Valley Branch Parking Project Update:

County Purchasing did not receive any bids on improvements to the street in front of the Ogden Valley Branch. The bid deadline was extended one week and contractors were contacted to encourage them to submit a proposal. Because bids were not received on time, a contract for construction could not be submitted for Board approval.

When a contractor is selected, Wangsgard recommended extending the original scope to add a small section of curb, gutter, sidewalk and one or two additional sumps on the north side of the Library. The County Surveyor, Ernest Rowley, had reviewed the topographical information and concurred with a plan to mitigate issues resulting from water pooling on the north side. If budget permits once the bids are received and evaluated, this addition to the street project will be handled with a change order. The goal is to mitigate as many problems as possible while contractors are on-site to control costs.

In order to stay on budget with the Headquarters Library, the size of the building had been cut back, removing system storage. It will be less expensive to build a small storage shed at OVB for attic stock. Additional information will be provided later during discussion concerning this option, as all the capital projects are interrelated.

Rather than call a special meeting, the Board authorized the staff to proceed with an agreement to complete work at the Ogden Valley Branch as long as the bids and overall cost are within budget parameters. The motion to authorize was made by Stokes and seconded by Herndon. All voted in the affirmative.

Headquarters Building Project Update:

The Board discussed details of the proposed land acquisition for the Headquarters Library. Zogmaister reported Roy City officials were working with the Library to allow staging of Main Library materials at the Southwest Branch during renovation of the Ogden Library. Every needed accommodation had been agreed to by the City, which in turn asked for a change in intended use covenant on property adjacent to the Library site, allowing development along 1900 W. This change in covenant will enable Roy City to develop a commercial zone in an area currently off limits to development. Final details of the Memorandum of Understanding will be negotiated within the next several weeks.

Prescott Muir Architects, working with Construction Cost Estimators, had provided the first estimate of costs for the Headquarters project, illustrating it was within budget limitations.

The cost estimate projected a shortfall of \$980,875 which was being address by using a portion of the 15% design contingency set aside for use in addressing unforeseen issues. Roadway improvements were estimated at \$117,215, and had also been charged to the design contingency, although an effort will be made to engage Roy City and the Weber School District in sharing these costs. Fees waived by Roy City were estimated to be at least \$200,000. These fees were added back into the budget as they had been included in the cost estimate provided for the Board.

\$24,005,875	Current Cost Estimate
<u>23,025,000</u>	Budget, Not Including Contingency
\$ (980,875)	Shortfall
<u>2,362,061</u>	Fifteen (15%) Design Contingency
\$ 1,381,186	Design Contingency Available
<u>117,215</u>	Roadway Improvements
\$ 1,263,971	Design Contingency Available
<u>200,000</u>	Waiver of Fees (Estimated)
\$ 1,463,971	Design Contingency Available

Since the Headquarters Library is being designed in many ways to mirror the Pleasant Valley Branch, finishing details and other costs are included in greater detail than may have been the plan for most buildings at this stage of planning. This level of detail gives additional credence to the viability of the current cost estimate.

Wangsgard had been contacted by a third party group interested in providing private financing for sustainable building systems. The financing came with third party consultants to assist with building design. Members of the Library group, Commissioner Bell, architects from Prescott Muir Architects and EDA Architects, along with members of their engineering teams, and Dan Olsen, County Comptroller, participated in a conference call to learn more about the options offered by the group. The concensus of the Library staff was that issues of professional liability, scheduling, difficulty in determining baseline enhancements, additional design fees, the group's lack of demonstrated successful projects, and a requirement that the Library enter into a long-term energy service agreement did not recommend them at this time. It was also noted, that any arrangement with a third party could only be considered if the concept were bid to all interested groups.

The Board reviewed the site design and schematic design drawings, and elevations. Wangsgard noted the project had been cut back in order to stay within budget limitations. While all the public service areas had been held harmless, storage at the Headquarters facility had been significantly compromised. The Library staff was reviewing costs for a small storage shed to make up for lost space. If the shed can be save significant costs, it will be constructed on the property behind the Ogden Valley Branch.

After discussion and review, it was moved by Spencer and seconded by Taylor that the Board approve the Headquarters Library schematic design drawings, site design, and building elevations, and that the staff be authorized to proceed with the project as outlined and discussed. All voted "aye."

Board asked that the group continue to pursue transfer of ownership of a small area within the plan that had been abandoned by the federal government. To date, ownership could not be determined. At the current time, the plan was to include this property in the parking lot area.

A Solicitation for Consultant services (SFC) had been advertised, seeking an engineering team to to provide commissioning services for Headquarters, Main, and North Branch capital projects. The purpose of this team will be to ensure taxpayers are not saddled with buildings too expensive to operate and that the County gets its money's worth in the design and construction of the new and renovated facilities. The goal was to have a recommendation for the Board during their November meeting.

Budget Hearing:

The FY 2014 budget hearing was scheduled for 4 p.m. the following day, Wednesday, October 2 in the Commission conference room.

Other:

There being no further business, Stokes moved and Taylor seconded a motion that the meeting be adjourned at 7:55 p.m. All present voted "aye."



Respectfully Submitted: Julia Valle