

APPROVED  
Grand County Public Library  
Minutes for the Regular Board of Directors Meeting  
July 16, 2018 5:30 pm  
Board Room, Grand County Public Library

In attendance for the July 16, 2018 Grand County Public Library Board meeting held in the Board Room at the Grand County Public Library, were as follows: Jeremy Lynch, Kathy McHugh, Dan McNeil, Frank Stewart, and Evan Clapper. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Head of Adult Services (minutes). Jenna Woodbury, Alanna Simmons-Cameron, and Jessica Anderson were absent.

Jeremy Lynch called the meeting to order at 5:38 p.m.

Approval of the minutes for the May 30, 2018 meeting was discussed. Kathy made a motion to approve the minutes as presented. Frank seconded the motion and it passed unanimously.

The library bills were passed around for review.

There were no Citizens to be Heard.

Carrie delivered a Director's Report to the Board. She reviewed the library's statistics from the first half of 2018 and compared them to 2017 numbers. Use of downloadable e-resources has increased and in-library wifi use has decreased. The decrease in wifi use is likely due to the addition of a network password and a splash page, which requires patrons to accept terms of use prior to accessing the library wifi network. As a result, patrons' devices cannot automatically connect to the wireless – something devices used to do in prior years. Discussion followed.

Carrie shared that the library's new book bike has successfully attended two local farmers' market events. She also informed the Board that the Utah Film Center – an organization the library has partnered with for the past seven years to screen free films at Star Hall – is ending their partnerships with libraries around the state to focus on other projects. GCPL's August screening of "The Colorado" will be the last in the series. Library staff is investigating options to continue offering free films as a part of library programming. Carrie concluded the Director's Report and shared information about several upcoming library programs.

There was no Old Business.

There was no Consent Agenda.

The Board moved on to New Business. The first item on the agenda under New Business was discussion and recommendation of a 2019 Grand County Public Library Budget to the Grand County Budget Advisory Board / Grand County Council for review / approval. Carrie explained that the new Budget Advisory Board was formed after last year's budget process. She reviewed the library budget information that has been shared with the new advisory board. She also reviewed a budget spreadsheet that was included in the Board's agenda packet. The spreadsheet showed library revenues and expenditures by line item for multiple years. She noted that the spreadsheet's list of 2017 expenditures is accurate, but the County Clerk may still need to add

small adjustments to the library's 2017 revenues. The spreadsheet's 2018 Expected column shows revenues and expenditures that were not accounted for in the original 2018 budget. These reflect revenues and expenditures related to state and federal grants as well as monies the Friends of the Library have recently committed to help send library staff to training events this year. Carrie further explained that the spreadsheet's budgeted revenues and expenditures for 2019 are similar to those that were approved for the 2018 library budget. Discussion followed.

Evan noted that tax rates are set each year based on the budget approved by the County Council. Kathy pointed out that if the library's budget remains roughly the same year to year while assessed value in the county increases – as it has in the past several years – then individual tax payers will pay less each year. She asked how the library can be expected to provide services to a growing community using a stagnant budget. Discussion followed. Carrie stated that salaries and benefits – a large portion of the library budget expenditures – are unknown for 2019 because the County Council may make significant adjustments based on a salary survey that was conducted last year. More discussion followed. Carrie suggested that the Board recommend a 2019 library budget to the Budget Advisory Board without numbers for salaries and benefits because any numbers in those line items would be inaccurate. Dan suggested that the Library Board could recommend an increased budget to the Budget Advisory Board. Other board members agreed that recommending an increased budget might be a good idea given that library funding comes from outside of the general fund. More discussion followed.

Carrie reviewed proposed 2019 operational expenditures by line item and recommended some adjustments that could help improve current library services and/or keep them consistent. She reminded the Board that some of 2018's approved line item expenditures – including Utilities – were not what the County Council agreed to approve in the fall of 2017. This was due to some miscommunication during the budget process that year. Discussion about potential expenditure adjustments followed. Dan suggested that Carrie should go ahead and make recommended adjustments to the proposed 2019 operational expenditures based on her knowledge of library needs. He also asked when the salary and benefits numbers will be known. Carrie replied that recommendations for those numbers will hopefully be available sometime this fall for County Council consideration.

Carrie suggested that she could make adjustments to the proposed 2019 expenditures and then share that information with the Library Board via an online document for their review and/or comment. Evan made a motion to table the approval of a 2019 library budget recommendation. Kathy seconded the motion and it passed unanimously. Evan made an additional motion to recommend a revised 2019 library budget to the Grand County Budget Advisory Board pending the Library Board's online review of revisions as discussed at the meeting. Frank seconded the motion and it passed unanimously.

The Board moved on to Board Member Reports. Frank shared that the Recycling Center has made drastic changes and no longer accepts many materials that the library used to recycle. As a result, the library will need to change its recycling procedures. Discussion followed.

The Board moved on to Future Agenda Items. The Board discussed availability for a September meeting.

A closed session was not needed. Jeremy adjourned the meeting at 6:59 p.m.