Farmington Libraries since 1901
Library Board Minutes
June 19, 2019


Absent: Andy Baron, JoAnn Cephas

Quorum: A quorum was determined and the meeting was convened at 7:02 PM by Lori.

Approval of Minutes:
The minutes of May 22, 2019 were reviewed and approved. Alan moved and Gary seconded the approval.

Chair's Report:
Lori welcomed everyone and expresses a heartfelt thank you to four trustees who are rotating off the Board. She gave gifts of appreciation for their service and sincere wishes that they cycle back at a future time. Alan, Ida, May and Alison will be sorely missed.

She welcomed John Teahan as a new addition to the Board along with Ram and JoAnn.

A copy of the revised Bylaws was distributed. Lori emphasized that there were very few simple changes and thanked Jorie for her diligent work on the Bylaws. Brenda moved and Alan seconded the acceptance of the revised Bylaws.

Lori and Mike Gurski will be meeting with the individual who expressed an interest in joining the Board.

Metrics and Long-Range Plan: The metrics are trending as expected. Laura indicated that the LRP will focus on community to decrease overlap between the LRP and Director's Report. Laura referred the group to the report in the packet for details.

Director's Report:
Laura referred to the written report included in the meeting packet and she also highlighted a few items. Lynda service will be cancelled so the Lynda.com accounts will be discontinued and accounts will be established in the new system. The new phones are being installed and will go live on Monday. Many more phone options will be available to the staff and patron users. All staff will have a voice mail box.

A new hot water heater has been installed so now there is hot water available in the public restrooms on the second floor, and the staff restroom on the first floor.

Budget reallocation and Consolidation of budget Lines:
Laura reviewed the Budget Report and highlighted reallocations and the reasons for those changes. Because the reallocations were more than $10,000 a vote was taken to approve the Budget. Jorie moved and Ram seconded the motion to approve unanimously.

Telecommunications System Upgrade Update – see director's Report above

Strategic Framework:
Laura referenced the information on the Salt Lake City Library's strategic framework as a good model for our Library's Strategic Framework. Its focus is on community needs as is the focus for the Farmington Library. To begin the work on the development of the strategic framework Laura plans to survey the Board and Library Staff. She requested that each Board member take the survey with them and complete at leisure before returning to Laura as a hard copy or an email. At a later time patrons and local business owners will also be surveyed. Laura requested active participation in this project by the Board Members.
Personnel Policies:

Laura informed the Board that additional wording is being added to these policies to assure that staff members who are related do not work in the same department. Vacation benefits are also being standardized for the staff.

Special Committees:

Farmington Room - John will be joining the Farmington Room Committee.

Library Art - Andy has delivered the paintings to be restored.

Old Business:

Lori reported on the new information that she gathered regarding the Quilt Cleaning and consensus agreement was made to leave the Quilt as is at this time.

New Business:

Lori reported that Jerry Pagano had requested that his wife’s foot stone be placed in the Library Garden which was established in her memory. A Bench was also added to the Garden in the memory of their son. After a brief discussion the Board decided against placing the footstone in the garden.

The Board will be on summer break for July and August. Brenda moved and Lisa seconded the unanimous approval.

Friends: Lisa reported that the Friends had approved $20,500 for the Library Programming.

Meeting was adjourned at 8:02 pm to convene in Executive Session.

Next meeting = September 18, 2019. Enjoy your summer!

Respectfully Submitted by Jadwiga, Secretary