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**UTAH STATE LIBRARY BOARD MEETING (Electronic)**

**Minutes**

October 26, 2017

2:00 P.M. to 4:00 P.M.

**Official Place of Board Meeting**

**Utah State Library**

**250 N. 1950 W. Ste A., Board Room #134**

**Salt Lake City, Utah 84116**

**801.715.6756**

**Jon Ostler, Chair, Called to Order and introductions at 2:00 P.M., October 26, 2017**

**State Library Board Attendees by phone:**

Jon Ostler, Chair, and Board Members Chad Hutchings, Carrie Valdes, Grace Acosta, and Jessica Van Buren

**Board Members present:**

Garret Rose, Board Member

**Introductions:**

Board Members and staff verbally identified themselves

**Department of Heritage and Arts:**

Jill Remington Love, Executive Director attended by phone and verbally identified herself.

**Utah State Library (USL) Staff:**

Donna Jones Morris, State Librarian/Division Director, Kari May, Assistant Director, Ron Van Harten, Administrative Services Manager, Lisa Nelson, Blind and Disabled Program Manager, and Britton Lund, Bookmobile Program Manager

**Minutes of June 6, 2017 Meeting:**

Prior to voting on the minutes, Mrs. Morris and Mr. Ostler discussed that in the minutes from June 2, 2017, the board had decided to convene an adhoc committee and the purpose of the adhoc committee was to review and recommend possible changes to the state library board bylaws and State statute. The board stated that while this committee hasn't happened yet, the Board still wants to proceed with the committee and to have recommendations ready to present to the department at the next Board meeting. Mr. Hutchings then moved to approve the minutes as written with Ms. Acosta seconding the motion. All Board members verbally identified themselves and voted in the affirmative. (Mr. Rose and Ms. Van Buren abstained as they are new to the board and did not review the minutes from the last meeting). The motion passed unanimously.

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**Election of Vice Chair:**

Mr. Ostler asked the board members if any would like to volunteer to be Vice Chair. Mr. Hutchings volunteered to be Vice Chair. Ms. Acosta motioned to elect Mr. Hutchings as the new Vice Chair with Ms. Van Buren Seconding the motion. All board members verbally identified themselves and voted in the affirmative. The motion passed unanimously.

**Future meeting dates:**

The board agreed to the following future meeting dates and time:

December 15, 2017 from 1:00 to 4:00 p.m.

March 16, 2018 from 11:00 a.m. to 2:00 p.m.

June 15, 2018 from 11:00 a.m. to 2:00 p.m.

**Retirement:**

Mrs. Morris announced to the board that her official retirement will be January 1, 2018. Mrs. Morris thanked the board for all they have done. She stated how much she has enjoyed being the Utah State Librarian and will miss working with each and every one very much.

Ms. Acosta stated verbatim "What an excellent leader you have been and you're an inspiration to us all. You will be irreplaceable and we hope to carry on your legacy and that we will be thinking of you in spirit and we will hopefully continue forward and make you proud!"

Mr. Ostler stated that like Ms. Acosta he has enjoyed working with Mrs. Morris and that he really doesn't want Mrs. Morris to retire but he does understand! He stated that Mrs. Morris has set a very good path for the State Library and that she has led the way and that her type of leadership that was shown will be carried forward with the new person and that's all he can hope for.

Mrs. Morris invited the board to an event honoring her on December 12, 2017 starting at 12:00 p.m.

**Recruitment for the State Librarian:**

Ms. Love stated that Mr. Ostler is correct in that Mrs. Morris is leaving the library in a great place and the department is going to truly miss her and all she has done to be such a strong advocate for the department.

Ms. Love explained that the State Librarian position has been advertised on various websites and that the State has a professional hiring recruiter who is working with the department on trying to find the most qualified candidate to replace Mrs. Morris. She further stated that the department has formed a selection committee to help with the hiring of the new State Librarian.

**Board discussion on what the Board would like to see in the next State Librarian:**

The board discussed how best to capture what they would like in a new State Librarian and they decided that they would send emails directly to Mr. Ostler who could then present the boards emails to the departments selection committee.

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### **State-wide eCard Pilot Project:**

Ms. May briefed the board on the Executive Summary for Utah's Online Library eCard Pilot Project. The purpose of the project is to provide access to Utah's Online Library to Utahans who do not have access to a fixed-site library or bookmobile services. The pilot project will target residents in Daggett County, Tooele County (excepting Tooele City and Grantsville), and Tribal lands for the Goshute in the Ibapah area, Northwestern Shoshone in the Brigham City area, and Utes in the Ft. Duchesne area. The Board supported the project, stating that they would prefer to err on the side of providing as many people as possible to have access to library services and be issued an eCard. Ms. May will report back to the board on progress once the project is up and running.

### **Staff Report:**

Ms. May stated to the board that USL will be unrolling a new public library directory on their website. She stated that this will be based on GIS mapping software and that USL is working in partnership with one of our sister divisions, the History Division. She stated that History has an antiquities specialist on staff who does GIS mapping and is working with USL on this project.

Ms. May stated that all Utah public libraries that were certified last year have been recertified this year and that USL will be sending letters to the libraries soon. She stated that the Saratoga Springs Library which has been on probation for the past two years because their population has been growing faster than they can keep up with, finally meet all the standards and benchmarks and now have become fully certified this year. She stated that the distribution for the Community Library Enhancement Funds (CLEF) will go out in early January 2018.

Ms. May stated that several USL staff are involved in the Department's Legacy Project which is a part of the Governor's Success Legacy initiative. She stated the department has created a project for Creative Community Index and Designation for communities focusing specifically in the rural parts of Utah. The idea for the department is to have all six divisions within the department help enhance the quality of life and the creativity, the culture of the Arts, the history and all of the things we do as individual divisions, find ways we can pull those resources together to strengthen local communities.

Ms. Nelson briefed the board on the Program for the Blind and Disabled. She stated that the program has been focusing on partnerships with state entities and most recently with State History, where they recorded two issues of the Utah Historic Quarterly and have made them available for patrons for the Library for the Blind. Ms. Nelson stated the blind program partnered with Division of Services for the Blind and Visually Impaired (DSBVI) on October 17, 2017 to hold a successful open house where potential patrons could come in and learn about the services that are provided by both the blind program and DSBVI.

Ms. Lund briefed the board on the Bookmobile Program. She stated that two bookmobile trucks got LED lighting installed, which has made the difference. Ms. Lund stated that she just finished her 2<sup>nd</sup> Quarter visits and that she does these visits because she has seven trucks who visit 11 counties throughout the State and since none of her staff are here at USL, she goes out and visits them so they know they are a part of the USL/Bookmobile team and it's more efficient for her to travel and meet with her staff than have them come to USL.

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Mrs. Morris briefed the board on the USL Dashboard and the financial report which are posted on the USL website.

Mrs. Morris mentioned the partnership USL has with the Utah Education Savings Plan (UESP). This partnership was started by Youth Services Coordinator Sharon Deeds last year. This program is where youth under 18 years of age can sign up at their local public library and then go online and sign up to be a part of the UESP drawing and if picked will receive a \$1000 scholarship and their library will receive \$500 to go towards improving their collections. Mrs. Morris and Ms. Deeds just finished presenting these scholarships to 3 of the 4 winners.

Mr. Ostler asked if at the next board meeting, USL staff could be identified and speak to the board about what they do for the State Library and the State. He felt this will help the board members get a better understanding of what the State Library does.

Ms. Love briefed the board on the Hamilton Project. She stated that the Hamilton Play has partnered with the National Education Policy Group to develop curriculum around the founding fathers and this program is great for the Department because it brings together so many elements of Art, History, and Multicultural Affairs etc. She stated that schools throughout the State who would qualify to be Title 1 schools, that have a certain percentage of their students that are on free or reduced lunch, will have an opportunity teach the Hamilton curriculum, and have their students do performances that are based on historical sources and the perform that the Eccles Theater and then see Hamilton. She stated that the legislature appropriated some money so around 2500 students from around the State will have an opportunity to perform and see the play.

Mr. Hutchings asked about the two remaining board members positions that haven't been filled yet. Mr. Van Harten explained that one position that is normally held by someone from Legislative Affairs is vacant and that they are going to request to the Legislation to have their requirement to hold a board member position be removed.

Mr. Ostler adjourned the meeting at 3:40 P.M.

Submitted by,

Ronald R. Van Harten  
Administrative Services Manager

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