

WEBER COUNTY LIBRARY
BOARD OF TRUSTEES
MINUTES

Date: December 18, 2012

Board Members
in Attendance: Holly Bauman
Marie Irvine
Kathleen Herndon
Karen Leonardi
Scott Spencer
Tom Taylor
Jan Zogmaister

Board Members
Excused: Eric Jacobson

Others in
Attendance: Lynnda Wangsgard, Library Director
Karen Burton, Associate Library Director
Scott Jones, Assistant Library Director
Kevin Wilson, Professional Property Manager
Julia Valle, Library Business Office Manager
Monette Hurtado, Legal Counsel
Evelyn Bertilson, Friends of the Library
Prescott Muir, Prescott Muir Architects
Jay Lems, Prescott Muir Architects
Jared Larson, Prescott Muir Architects
Thomas Brennan, EDA Architects
Robert Herman, EDA Architects

Approval of Minutes:

Minutes of the November 20, 2012 meeting were approved as distributed. Minutes of the October 16, 2012 meeting were ratified as approved without a quorum during the November meeting.

Request to Close Libraries at 5 p.m. December 24th and 31st:

The Board voted to close all public library buildings at 5 p.m., December 24th and 31st.

The Library will host the annual Holiday Open House from 12 noon until 4 p.m. on Monday, December 24th. The afternoon program will feature live music, entertainment and a book distribution for children, and a free movie. Library staff and volunteers will also serve a hot meal, prepared by area hospitals and restaurants. Approximately 500 people attend this event each year.

Bean-a-Colada Contract Renewal, January 2013 – December 2014:

The Board authorized renewal of the commercial lease space at the Pleasant Valley Branch Library through December 2014; subject to the current terms and conditions with Bean-a-Colada. Zogmaister abstained from the vote, as she will vote on the agreement when it is placed on the County Commission meeting agenda.

Hurtado will place the agreement of the County Commissioners' meeting agenda.

Review/Approval of 2013 Library Holiday Schedule:

The following schedule was approved as presented.

New Year's Day	January 1 st , Tuesday	Library Closed
Martin Luther King, Jr. Day	January 21 st , Monday	Library Open
President's Day	February 18 th , Monday	Library Open
Memorial Day	May 27 th , Monday	Library Closed
Independence Day	July 4 th , Thursday	Library Closed
Pioneer Day	July 24 th , Wednesday	Library Closed
Labor Day	September 2 nd , Monday	Library Closed
Columbus Day	October 14 th , Monday	Library Open
Veteran's Day	November 11 th , Monday (Staff Development Day)*	Library Closed
Thanksgiving Day	November 28 th , Thursday November 29 th , Friday	Library Closed Library Open**
Christmas Day	December 25 th , Wednesday	Library Closed

Note:

* All employees will be scheduled for training from 12-9 p.m. on Staff Development Day. Training will be held at the Pleasant Valley Branch Library.

** November 29th holiday is a personal preference day, granted by the County Commissioners. Schedule this time with your supervisor as you would any other holiday, November 29 – December 15, 2013. Time not used by December 15th will be forfeited

Review/Approval of Architectural Firms Recommended to Complete 10-Year Capital Plan:

Prescott Muir Architects and EDA Architects were recommended to undertake both phase I and phase II of the work needed to complete the Library Board's capital plan.

Phase I will consist of, but may not be limited to, data gathering, programming, schematic design, presentation drawings, a 3-D model of the headquarters building, estimates of proposed construction costs, and graphic and narrative support material for voter education and

community outreach meetings. Members of the two firms will also be available to participate in community outreach and public engagement process. Phase II will provide for architectural and engineering services needed for renovation, remodeling, and construction of new facilities.

After presentations by representatives of the two firms, the Board approved their selection to complete both phase I and phase II of the capital plan. Zogmaister abstained, as she will vote when the agreement appears on a purchase order approval list presented during County Commission meeting. Phase II will commence once funding is available for architectural and engineering services.

The two firms were selected from a field of thirteen companies that responded to a request for proposals.

Year-End Thank You:

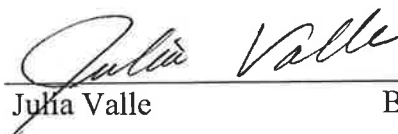
The Board, Friends, and legal counsel were thanked for their good work and guidance throughout the year.

Other:

The January meeting concluded Bauman's eight and one-half years of service on the Library Board, as well as her effort in serving as a liaison to the Library Development Fund. A dinner in her honor was scheduled to immediately follow the January Board meeting.

There being no further business, the meeting adjourned at 6:15 p.m.

Respectfully submitted:



Julia Valle

Business Manager