

WEBER COUNTY LIBRARY  
BOARD OF TRUSTEES  
MINUTES

Date: February 16, 2010

Board Members  
in Attendance: Gary Dohrer, Chair  
Holly Bauman  
Marcia Harris  
Marie Irvine  
Karen Leonardi  
Tom Taylor

Board Members  
Excused: Jan Zogmaister

Others  
in Attendance: Lynnda Wangsgard, Library Director  
Scott Jones, Assistant Director/Technology Director  
Julia Valle, Business Office Manager  
Ann Booth, Adult Services Manager  
Phoebe Carter, Youth Services Manager  
Suellen Summers, Circulation Manager  
Monette Hurtado, Deputy County Attorney  
Evelyn Bertilson, President, Friends of the Library

Approval of Minutes:

Minutes of the January 19, 2010 meeting were approved as mailed.

Director's Report:

Wangsgard presented the financial and activities report, noting it was too early in the year to begin tracking trends in either revenue or expenditures. New performance measures were presented and detailed for January, though the staff had not begun gathering data under the new format until mid-month. Training on data gathering had been scheduled for earlier that same day. The goal of restructuring the performance measures was to focus employees on improving organizational output in those areas of greatest priority for improving services to the public.

A letter from Donna Jones-Morris, State Librarian, approving and certifying the Library Technology Plan, was distributed.

Policy and Administrative Procedures Review and Update:

Booth presented proposed updates to the Board's Circulation Policy. Changes primarily focused on bringing the Policy in-line with new technologies and material types. The Board approved the updates as presented.

Booth also presented proposed updates to two administrative procedures, "Schedule of Loan Periods, Renewal Periods, and Overdue Fines," and "Criteria for Assessing Damage Fees." The updates in these two procedures complemented the changes made in the Circulation Policy and were to be used to help employees fairly implement the Policy in diverse situations and circumstances. The Board approved the updated procedures as presented.

Carter presented proposed changes in the Board's "Unattended Children in the Library Policy," designed to better inform the public concerning their responsibilities for children for whom they are responsible when these young people are unattended in a Weber County Library building. The Board approved the policy changes as presented.

The Board also approved an administrative procedure for "Attendance at Library Sponsored Film Screenings," written to help implement the policy on Unattended Children in the Library, and to further clarify a parent or guardian's responsibility for providing supervision for their children when they are in County Library buildings. The Board asked that this procedure be posted on the Library home page, and be cited as needed on advertisements and promotions for film screenings.

Other:

There being no further business, the meeting was adjourned at 6:35 p.m.

Respectfully submitted,

  
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Julia Valle

*16 Mar 2010*  
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Date