

# **Summit County Library Board of Directors Meeting**

## **Minutes**

**Date: May 16, 2019**

**Location- Kimball Junction Branch**

### **Present:**

Alex Peterson, Mike Novak, Katy Wang, Caroline Willoughby, Tina Pignatelli, Lupita Garcia, Joyce Housley, Loralie Pearce (arrived 6:07), Dan Compton, Janna Young  
Quorum present

**Absent:** Emily Summers (excused), Doug Clyde

**Meeting called to order** by Alex Peterson at 6:02 p.m.

### **Approval of Minutes:**

**Motion to approve minutes from March 21, 2019 was made by Mike Novak, 2<sup>nd</sup> by Tina Pignatelli. Minutes approved. Vote unanimous.**

### **Public Input: VPN Request**

Patron Chris Hansen has filled out an Internet Access Policy Review Form because he is blocked from using his work VPN at the library. He would like to have open access to the VPN in order to work while visiting the South Summit Services Building, Kamas Branch Library.

### **Administration:**

**Director's Report – Dan Compton**  
**Report accepted. Motion not needed.**

### **Committees:**

#### **Governance and Education-Internet Access Policy review**

According to State law, the library is required to have an internet filter in place for patron safety. Dan has been working with Linda Vernon from the County IT department and the County Attorney's office to draft a revised policy. Patrons can be allowed open internet access if they fill out a Filtering Disablement Agreement in the revised policy.

As required by the State Library, the Internet Access Policy is to be reviewed and approved every three years. This policy is due for review and approval at this time.

**Motion to approve proposed Internet Access Policy with changes in language, a safeguard for bandwidth use and content concerns to be added by the County Attorney's office made by Caroline Willoughby, 2<sup>nd</sup> by Tina Pignatelli. Vote Approved. Mike Novak opposed.**

All patrons will be required to fill out a new Filtering Disablement Agreement for each request for disablement. Staff will need added training on how to disable Internet access. Patron Chris Hansen will be informed of approved policy, new language and required request form.

### **Description of Building and Facilities Committee-**

Deputy County Manager, Janna Young, proposed a new description for the Library Board's Building and Facilities Committee as follows:

“This is a committee with the purpose to provide support and direction to the Library Director regarding the programming of Library facilities. This involves utilizing input from patrons to prioritize initiatives and determine the facility needs to support those programs. To the extent capital modifications are identified, Committee members shall work with the Library Director and County leadership in advance of the annual budget process to appropriately budget for these changes, or plan for new construction, adhering to Summit County's Facilities Master Plan. This committee will also advocate for the Library and the desires and interests of patrons to the County Council and other decision-makers during capital planning. Additionally, this committee will assist the Library Director in creating public awareness of each facility and engage public support. It would be anticipated that this committee will initially meet with the Library Director and County Manager, or designee, to discuss Library needs and how best the Library Board and County can work together in the planning and physical changes of the Library.”

**Motion to accept the committee description wording, as it is, in the proposed Library Board Building and Facilities Committee description written by Janna Young is made by Mike Novak, 2<sup>nd</sup> by Joyce Housley. Motion Approved. Vote unanimous.**

### **Strategic Planning and Marketing- shared by Loralie Pearce**

The new library website is being developed, worked on and is going to be available in the next few months.

The Friends of the Summit County Library have applied for a Park City Community Foundation Grant to fund new Chromebooks for the Coalville and Kimball Junction Branches to start Coding Clubs. Awards will be announced in August.

The Committee and the Library staff have been moving forward and working on Strategic Plan responsibilities and jobs.

### **Building and Facilities-Coalville Open+ pilot- shared by Mike Novak**

The Building Committee met and have developed a survey to be sent out to the community introducing and explaining the opportunity of offering Open+ in Summit County.

The Building Committee and Director will finalize the survey, send it out, communicate with and get questions and concerns answered by other libraries offering Open+ in their communities. Once the survey findings and the questions are answered, Dan will present the idea, the findings and the opportunity to the County Council for approval. Funding for the program will be applied for in a LSTA grant.

**Pending County Council approval, motion to propose that the Summit County Library System establish policies and start a pilot program to set up Open+ at the Coalville Library branch. We authorize the Library Director to submit an LSTA Grant application in the fall of 2019 and if funding is secured, install the hardware and software to set up Open+ at the Coalville Library made by Katy Wang, 2<sup>nd</sup> by Tina Pignatelli. Motion Approved. Vote Unanimous**

**New Business-None**

**Next Meeting- July 18, 2019 6 p.m. at the Coalville Branch**

**Miscellaneous/ Open Floor- None**

**Adjournment**

**Motion to adjourn by Katy Wang, 2<sup>nd</sup> by Tina Pignatelli. All in favor. Vote Unanimous**

Meeting Adjourned at 7:30 p.m.