

Duchesne County Board Meeting March 28, 2017 at 4:30 pm at Crossroads Sr. Center, Roosevelt

Present: Commissioner Greg Todd, Vice-Chair Sherry Lott, Secretary Lisa Roberts, Janet Roberts, Director Daniel Mauchley

Excused: Chair Burt Jenson, Yogi Nielsen, Kerrilynn Miles

Newspaper representative in attendance – LeeNichole Merrett, Associate Editor

Meeting Convened: 4:40 PM

PUBLIC COMMENT:

Roosevelt Library Design Presentation

Robert Cottle and Wesley Baker – Babcock design from Salt Lake City

- Has designed a number of items in the Uintah basin
- Libraries previously were official buildings that were book depositories
- Modern libraries are dynamic, active, and interactive. They are as much of a community center as a library. They are high tech.
- Now libraries have focused areas for children – smaller book stacks, lots of color. Areas for teens, tweens with internet, etc. Places to gather – community meeting rooms, study group rooms for small groups, large meeting room which gives much flexibility for many options of use. Gathering areas, reading areas, business areas, technology areas.
- Greg – when you build it, you have to pay for it (electric, gas, etc.) - long term operating costs are much higher than the actual building.
- Sherry – have they used solar? - there are 2 types of solar.
- Use all LED lights and better insulation to help be more efficient in the future.
- The final building is always a compromise with what you want and what you can afford.
- A business center may have computers, scanners, etc.
- Technology center to have computers and items they may not have in their homes.
- Can also use outdoor space – amphitheater, rooftop terrace, outdoor reading space
- Could have a coffee shop or café. Costly space and gives competition to local places.
- Think about:
 - o safety and efficiency – sight line and need for additional staffing.
 - o Daylight views
 - o Color
 - o After hours use and shutting up separate community areas as well as the restrooms
 - o Maximize infrastructure
- Designing a library – knowledge is power.
 - o Understand local demographics
 - o Know the Local needs
 - o Tour as many libraries as you can, talk with the librarians – what they like about their buildings, don't like, etc.
 - o Put out a public survey.
 - o Public meetings – find out priorities and what is the most necessary for those it serves
- Site/location selection
 - o Prominent location
 - o Safety
 - o Efficient access without compromised safety

- Don't design to capacity at the beginning
- Planning/Programming process
 - Feasibility study
 - If using CIB – need a plan to go in when seeing them
 - Know the Space needs
 - Budget constraints and schedule
 - Expectations of sustainability
- Design Ideas
 - Interactive process with library board, engineers, sketches, etc. to come away with a concept you feel good about.
- Construction process
 - Design it and then put the bid out to construction companies to build it
 - CM/GC all of team works together with it from the very beginning and you get a guaranteed price.
 - Have at least 4 contractors that you know are serious about doing the project.
- 10-15,000 Sq. ft. possibly for Roosevelt
 - recommends one level
 - feasibility study will give you an idea of where to go from there and how much it will cost.
 - Come up with a list of “must haves” – community meeting areas
 - Do a survey, public meetings
 - Need a more robust building since it is a government building so it will last 50 years.
- Uintah took about 14 months for construction

Discussion:

- Do we need to wait until the economy improves before we do anything?
 - All pay a library tax and we need to just decide on a time and get started whether the economy goes up or not.
 - We may not have anything actually started before at least 2 years.
 - We are looking at 12,500 sq. ft. and it is \$250 – \$500/square foot so it could cost us about \$4 million without putting anything into it. CIB can help, but will need grants, etc.
- Need high public awareness so they can see what can be done is more than just a book warehouse
- What are the most viable funding options?
 - Taxes can't be increased. We are lucky it is still there.
 - How can we get \$2 million together?
 - We are only one step further then we were a year ago – now the only difference is we have had people come speak to us.
 - The newspaper had lots of positive feedback about a new library
- Can we move forward with public meetings?
 - We may need to have an additional meeting with the board to discuss this to get things going first since most of the board isn't here.
 - The library is part of the county now because Roosevelt City didn't want to deal with it anymore.
- Do we want a committee besides just the board members to help pursue it?
 - Have the board and volunteers as a subcommittee to get things done
 - Include it on a survey for the entire county to see if others are interested in volunteering
- Next step:
 - Get the entire board together to discuss it.

- -Daniel will put together their presentation, survey, organize another board meeting either April 4th or May 2nd

-All board members should attend CIB meeting in Duchesne June 2 and is open to all the public. Then you can understand what is going on and what it is about. We are currently on a 2 – 5 year list to present about the new “community center”. Tabiona used CIB money to fund ½ of their gym.

FEBRUARY MINUTES:

- Janet Roberts proposed a motion to approve
- Sherry Lott 2nded the motion
- Approved by all

BY-LAW REVISION

- Reviewed the Updated items – this is the 2nd draft
- Sherry Lott made a motion to accept shortening all board members terms by 6 months to come in compliance with state code regarding board members terms ending in June and beginning in July in the revision.
 - Janet Roberts 2nded the motion
- We will have a new election with officers in July with the updated by-law from January to July
- Needs to be reviewed every 3 years
- Janet Roberts made a motion to accept the by-laws
 - Lisa Roberts 2nded the motion

-Who will be attending the April 10th training in Uintah?

UPDATES

Circulation Policy

- There are 5000 eBooks that have been used in the last year through Overdrive and that is without even promoting it
- 113,000 items were checked out last year in the physical collection
- We have a good shot of making all of our bench marks this year with the collections and the eBooks
- Shortened DVD check out time – not too many complaints
 - still working on what to do with “seasons” of a show.
 - Since the loan period was shorter, the hold list was shortened.
- Dr. Seuss party was a great success in Roosevelt
- No attendance for the data base class - cancelling
- Duchesne Teens event night – mainly home schoolers. Had a meeting with teens and their parents.
 - 2nd Thursday for a board game night at 6:00 pm. Get to know you activities. Ages 12 – 17.
 - Advertisement just started
- Roosevelt classic literature party April 8 in Roosevelt
- All staff and board Training April 10 at 9 am – 4 pm at the USU campus. Will provide lunch
- Daniel going to ALA (American Library Association) in June in Chicago
- Brown cards don't work for Overdrive anymore.
- Smoke detectors installed in Duchesne branch
- There is a ULA Conf. opening – Lisa can't go – May 17 – 19
- CLEF grant is being processed right now. \$7100. Discussing using it for the outreach for Altamont and Tabiona. Daniel went to both locations and asked about having a drop off location in both places. Both were excited and willing. There may be issues for summer time. Drop boxes may be an option, but are \$5000 – 6000. Trying to start that before starting with Roosevelt.

ADVOCACY

- Be there at the events- just to see what they entail.
- Visit legislators to thank them for supporting us and not to forget us. Do it on the off season.

-Pushed back the Open and Public Meetings Act and Ethics Statement Review when more board members are present.

-Strategic Planning Meeting to be arranged in early May to have the board, and both staffs to see where all want to head.

-Standards of conduct policy may need to be addressed. The community room needs to be addressed again.

Closed at 6:55 pm

Minutes taken by Sec. Lisa Roberts.

Minutes approved 4/25/17.