

## **Duchesne County Library Board Meeting September 19, 2017**

Duchesne Library in Duchesne, UT

**Convened:** 4:36 pm

**Roll Call:** Commissioner Greg Todd, Director Daniel Mauchley, Chair Bert Jenson, Secretary Lisa Roberts, Lori Ann Potter, Janet Roberts, Kerrilyn Miles

**Excused:** Vice-Chair Sherry Lott

### **Minutes approval From July 26, 2017:**

- 1 item incorrect – changed the listed month of the meeting from June to July

Motion to Approve: Janet Roberts

2<sup>nd</sup>: Lori Ann Potter

All approved

### **Public Comment:**

None

### **Farewell to Yogi Nielsen**

### **Congratulations to Lori Ann Potter's family on a new baby boy**

### **Library statistics/Budget questions:**

- the wifi has been used a lot in Duchesne
- high amount of transfers from Uintah
  - Greg Todd – We should all go to the Uintah County Library to take a tour to see what we want or don't want for the new facility in Roosevelt
- Events – Duchesne Branch is approaching 2000 total people attending events.
  - o 290 people at the closing reading party for Roosevelt.
  - o 140 people at the Harry Potter party in Roosevelt.
  - o 1200 signed up for summer reading for both libraries combined. About 1/3 finished from each library.
- Budget – 66% increase in summer incentives

### **Proposal to assist flooded libraries:**

Sugarhouse and Manti libraries both were flooded and lost the materials that were in their basements. Can we donate to Manti as another rural library? Books? Money? Daniel will look into it more and see what and if we can do something to help.

### **Update/Recent happenings:**

- Staff changes:
  - o Sally moved
  - o Rachel Hull promoted to an adult aide in Duchesne
  - o Kelly Merrell was rehired as an adult aide in Roosevelt
- Altamont/Tabiona Outreach – Upper Country Market is willing to have a drop box there. Tabiona is just waiting for the community center.
- Association of Rural and Small Libraries Conference

- Greg Todd – fantastic! 550 librarians there. The Preconference was about engaging the voters. The man who did it is willing to come out and help promote our library here for only the cost of travel.
- Roosevelt Fandom Party is Oct. 7 at Grace Event Center at 1:00 pm- contact Steven if you are available to help out. 722-4441
- Donna Jones Morris is retiring as the State Librarian

**Children and Teen Book Enhancement Grant Received:** about \$1500 of new childrens' and teen books have been awarded to the Duchesne Branch. It is from the book vendor Baker and Taylor

**Circulation Policy Possible Changes to New Accounts:**

- reviewed highlighted parts to change.
- read it over and be prepared next month to vote on it. Give Daniel feedback if you have other ideas.

**Proposed 2018 budget:**

- Reviewed the budgeting Worksheet
  - may need to raise the advertising from \$1000 to \$5000
  - expenses can go down \$1000 each
  - equipment and supplies raised from \$3000 to \$10,000
  - programming increased from \$15,000 to \$20,000
  - transportation/outreach down from \$11500 to \$6000
  - capital outlay cutting from \$50,000 to \$10,000
  - the total budget is down \$35,500 from 2017
  - Possible new position - Daniel/Duchesne branch needs someone to take care of programming (party planning and educational planning) at the Duchesne branch and push out advertising for about 23 hours a week for about \$12 an hour.

**Library system logo:**

- do a contest to come up with a new logo
- there will be a 1 month time period to submit a new logo when the contest opens
- guidelines will be included for what is needed.
- the contest will be open to Duchesne and Uintah County library patrons

**Student Cards in Uintah County:**

- doing well so far.

**Strategic Plan Progress:**

- graphs show what we are doing and the narrative describes “the why” we are doing what we are doing.
- read through and let Daniel know your thoughts about content and what may need to be added or taken out.
- The Rotary Club wants to help out with the Tabiona outreach

**Upcoming Meetings:**

- Next Meeting: Oct. 17 at 4:30 at Crossroads Sr. Ctr.
- Nov. 28 mtg. 4:30 at the Duchesne Library
- No meeting in December

**Adjourned:** 5:50 pm

Motion to adjourn: Greg Todd

2<sup>nd</sup>: Bert Jensen

Minutes approved on 10/17/2017.