

## **Duchense County Library Board Meeting**

July 17, 2018

Roosevelt Crossroads Senior Center

**Roll Call:** Chair Bert Jensen, Dixie Swasey, Director Daniel Mauchley, Commissioner Greg Todd, Vice Chair Sherry Lott, Secretary Lori Ann Potter

**Absent:** Janet Roberts, Kerrilyn Miles

**Convened: 4:40**

### **Proposed: Approval of June 2018 Minutes:**

- Motion: Greg Todd
- Seconded: Sherry Lott
- All approved

**Public Comment:** None

**Welcome:** Dixie Swasey, new Library Board member from Boneta.

### **Board Officer Elections 2018-2019**

- Bert Jensen nominated as Chair
  - Motion: Dixie Swasey
  - Seconded: Sherry Lott
  - All Approved
- Sherry Lott nominated as Vice Chair
  - Motion: Lori Ann Potter
  - Seconded: Dixie Swasey
  - All Approved
- Lori Ann Potter nominated as Secretary
  - Motion: Greg Todd
  - Seconded: Dixie Swasey
  - All Approved

### **Board Training: Utah Open Meeting Act Review**

- Quick summary/review of the Utah Open Meeting Act. Discussion on the 24-hour notice needed before holding an open meeting; also, a review of where we post information about upcoming meetings (radio, newspaper, Utah Public Notice website, JoAnn Evans at the County Offices). Discussion on the fact that the library board cannot take action on something not on the agenda.

### **Library Use & Behavior Policy Draft Review**

- Daniel has been looking at different policies in creating our Library Use & Behavior Policy. The main purpose of a revised policy is so that the staff is completely clear on what is acceptable. This way, they have a clear policy backing them when they have to deal with library patrons who are breaking the policy.
- Some discussion on item 4 (age of children who do not need to be accompanied by an adult), which we will deliberate in September.

- Discussion on item 5 (service dogs—no solely emotional support animals allowed; only official service dogs).

#### **Roosevelt Library next steps; Library Summer Booths/Surveys/Help with Booths**

- Daniel emailed the public library directors to ask about architects; the Commission gave him the okay to get an architect estimate. He attempted to contact 3 Utah architects. Only Babcock responded and are starting to work through the process.
- There will be a booth at UBIC on Aug 2, 3, & 4 with a survey concerning the new library. The survey will also be used to find people for focus group meetings to discuss a new library in more depth. The teen staff from Roosevelt will be asked to help with booths.
- Daniel created a new webpage about the new library with photos from other libraries contrasting with photos from the Roosevelt Branch. He will be meeting with IT to try and get a shorter domain name to connect to the web page.

#### **June Library Statistics/Budget Questions:**

- E-Books: system-wide we have added 400 ebooks/audiobooks in the last month and a half.

#### **Update/Recent Happenings:**

- Duchesne Arts Council Gala—60+ in attendance.
- History Center Renovation Progress & Staffing: Carpet is finished; IT needs to bring in Internet cords. Daniel will meet with them on Thursday the 19<sup>th</sup>.
- Parade Participation—Roosevelt and Myton. Participated in both parades; Tabiona went really well.
- Altamont Outreach and Parade: parade will be on the 21<sup>st</sup> of July; Outreach library program will be held on Tuesdays from 6:00-8:00 p.m. at the Moon Lake Electric building.
- Harry Potter Party—July 28 @ 1:00 p.m.
- Summer Reading Program Closers: Duchesne: August 1; Roosevelt: Aug 15 @ Roosevelt Pool. Last year, 300 in Roosevelt completed the program.
- Instagram and Pinterest library pages are up and running. With these, we should be Quality Library Certified next June.
- Roosevelt patron computers upgraded (CLEF grant)
- SLC Late Fines Presentation: they no longer have late fines. Interestingly, overdues have gone down; hold ratios are up; and patron use is up. It has been a positive thing for them. Tooele also dropped late fines. Salt Lake has turned on auto-renewal as part of this process. We can't make the jump to no late fines unless Uintah does it with us since the systems are connected.

**Next Meeting: Tuesday, September 18, 4:30 PM @ Duchesne Branch Library**

#### **Adjourned 6:10 PM**

Motion to Adjourn: Dixie Swasey

Seconded: Commissioner Greg Todd

**Minutes approved 09/18/2018.**