



Duchesne County Library System

Library Board Meeting Mar. 17, 2020 @ 4:30 PM: Crossroads Sr. Ctr.

Conducting: Vice Chair Sherry Lott **Excused:** Chair Lori Ann Potter, Kerrilyn Miles

Convened: 4:40 p.m.

Welcome / Roll Call: Director, Daniel Mauchley; Commissioner, Gregory Todd; Vice Chair, Sherry Lott; Secretary, Dixie Swasey; Jessica Shaw, Deborah Evans

Welcome Deborah Evans to the Board: Welcome to our new board member, Deborah (Deb) Evans who lives in the Tabiona area.

February 2020 Minutes: Motion to approve: Jessica Shaw, Second: Deb Evans, All approved.

Closure Due to Coronavirus: As a result of virus containment recommendations from the State of Utah and by order of the Tri County Health Department, the Library is closed to the public at least March 15 - March 22. This includes Library Events and Community Room Reservations. Monday through Friday of that week, patrons may reserve items online and pick them up curbside by calling the library. Some of the staff members are working in the libraries to check out materials curbside and to do cleaning projects.

Library Plan During Health Concerns: The library board members came to consensus on the following plan to minimize possible spread of coronavirus when the libraries reopen.

- Only two computers available on opposite sides. No gaming, social media, video binge watching. Leave other computers off and remove chairs. Have hand sanitizer available by computers.
- No events or community room reservations.
- No children's toys, coloring pages, and individual activities available. No puzzles.
- Fewer chairs available at tables. One for smaller tables; two for larger. No beanbags. Post signs that limited seating and technology is available due to social distancing. Encourage wifi in parking lot.
- Library phones not available for patron use.
- Items sanitized once received.
- Tables, patron equipment, and door handles sanitized before opening, at 2:30 PM, and as needed throughout the day.
- Promote online library resources and collections.
- Staff practices regular handwashing while at work and maintain distance from others as much as practicable.

Roosevelt Library CIB Application Update & Cost Estimates:

Uintah Basin Association of Governments staff will help with the application. We will plan for a public meeting on May 14 Thursday at 7:00 p.m. at Crossroads SR. Ctr. Babcock design thought there might a 10% increase to their previous estimate.

Proposed revision of no refunds for lost items returned and not replaced in Circulation Policy:

Should we allow refunds and only charge when an item is on hold or is unusable? With no fine at all will accountability be greatly reduced? There is a suggestion of charging a \$3.00/item fine if the item goes long overdue (a month late). No late fines would be charged until that point. This would apply if they return an item that we can take back. The fine would not apply if the patron has to pay for the item. We will vote on the issue next month.

Update on Wasatch Library Joining the Consortium:

Wasatch will provide the transportation for the books. They are excited to join our consortium.

Board Training: Utah Open Public Meetings Act

Board members in attendance were trained in Utah Open Public Meetings and the information was sent to those who were not in attendance.

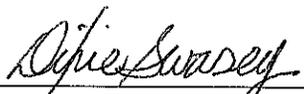
February Library Statistics / Budget Questions / Consent Agenda Questions

Next Meeting – Tues, Apr. 21, 2020 4:30 PM @ Duchesne Library

Motion to adjourn by Gregory Todd, Seconded by Jessica Shaw

Adjourned at 6:27 P.M.

Minutes approved 05/19/2020.



Dixie Swasey, Secretary