



## Duchesne County Library System

### Library Board Meeting May. 19, 2020 @ 4:30 PM: Crossroads Sr. Ctr.

**Conducting:** Vice Chair, Sherry Lott

**Convened:** 4:32 p.m.

**Welcome / Roll Call:** Chair, Lori Ann Potter (attending remotely); Director, Daniel Mauchley; Commissioner, Greg Todd; Vice Chair, Sherry Lott; Secretary, Dixie Swasey; Jessica Shaw, Deborah Evans, Kerrilyn Miles.

**March 17, 2020 Minutes:** Motion to approve: Jessica Shaw; Motion Seconded; Greg Todd; All approved.

**Public Comment:** Utah Senator Ronald Winterton was in attendance and was welcomed by Library Board Members.

#### **Roosevelt Library CIB Application Update**

Director Mauchley informed board members about the next steps that must be taken in the CIB Application process. Commissioner Todd and Senator Winterton gave information and suggestions. Information coming from the discussion is:

- October first is the next deadline for CIB applications
- We need to inform the public as soon as the purchase of land has been officially made.
- We need to hire an engineer who will give us an estimated cost of construction, considering the present market.
- Once we have the engineer's estimated cost of construction, we should have a public meeting or meetings. The public meeting should be scheduled as soon as possible so that questions and concerns can be addressed before the CIB application is prepared.
- We can then solicit bids from construction companies

**Approve revision of no refunds for lost items returned and not replaced in Circulation Policy:** This revision was discussed in our most recent board meeting. This revision states, "Items that are one month overdue (long overdue) and are on hold (reserved) for other waiting patrons will be replaced. The cost of the new item will be charged to the delinquent patron. Long overdue items that have not been replaced and are in good condition will only be charged a \$3.00 late fine per item. Otherwise, no other late fines accrue, including on items that are not long overdue.

Motion to approve; Dixie Swasey; Motion seconded; Kerrilyn Miles; All approved

**Community Room Policy Review**

Director Mauchley presented a proposed Meeting Room Policy that will apply to the existing meeting room in the Duchesne Branch facility and to the planned meeting room in the new Roosevelt Branch facility. Board members discussed fees charged by other facilities and differences between the two communities. We will continue to explore and discuss this proposed policy.

**Review of Library Coronavirus Status**

After two days of a soft opening of both branches of the library, Director Mauchley reported that things are going well and that many patrons were wearing masks.

**Duchesne Branch Building Remodel**

A proposed plan for remodel of the Duchesne Branch building was presented. This remodel is still in the planning stages.

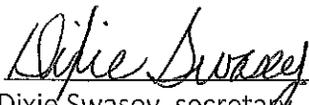
**March and April Library Statistics / Budget Questions / Consent Agenda Questions**

**Next Meeting** – Tues, June 16, 2020 4:30 PM @ Duchesne Library

Motion to adjourn by Greg Todd

**Adjourned** by Vice-Chair Sherry Lott at **6:17 P.M.**

Minutes approved 06/16/2020.

  
Dixie Swasey, secretary