

APPROVED
Grand County Public Library
Minutes for the Regular Board of Directors Meeting
March 13, 2018 5:30 pm
Board Room, Grand County Public Library

In attendance for the March 13, 2018 Grand County Public Library Board meeting held in the Board Room at the Grand County Public Library, were as follows: Jeremy Lynch, Frank Stewart, Dan McNeil, and Jenna Woodbury. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Head of Adult Services (minutes). Alanna Simmons-Cameron, Kathy McHugh, Evan Clapper, and Jessica Anderson were absent.

Jeremy Lynch called the meeting to order at 5:32 p.m.

Approval of the minutes for the February 1, 2018 meeting was discussed. Frank made a motion to approve the minutes as presented. Dan seconded the motion and it passed unanimously.

The library bills were passed around for review.

There were no Citizens to be Heard.

Carrie delivered a Director's Report to the Board. She reviewed upcoming library events and informed the Board that three library staff will be attending the bi-annual Public Library Association conference next month. She noted that PLA conferences are excellent learning opportunities as they focus specifically on public libraries and draw speakers and attendees from across the nation. Discussion followed.

The Board moved on to Old Business. The first item on the agenda under Old Business was review and consideration of re-approval of the Grand County Public Library Policy and Protocol Regarding Privacy of Library Records and Seizure of Library Collections. Carrie noted that library staff have not had past cause to implement the protocol detailed in the policy. Jenna asked if a subpoena could be used to access the library's patron computer histories. Carrie replied that the library's patron computers have mirrored hard drives to prevent computers from retaining any data between reboots. She added that the library's computer management software does not retain each day's record of users that logged in to patron computers. Discussion about the library's security cameras followed. Dan asked if the security camera footage is erased after a set amount of time. Carrie replied that the system was originally set up to retain 5 days' worth of recordings on a hard drive that is kept in the library. Dan asked about the purpose of the security cameras. Carrie replied that library staff has referenced the security footage 3 separate times to address issues related to a child's missing backpack, vandalism in the library's courtyard, and a trip and fall incident in the lobby. Frank made a motion to approve the Policy and Protocol Regarding Privacy of Library Records and Seizure of Library Collections as presented. Dan seconded the motion and it passed unanimously.

The second item on the agenda under Old Business was review and consideration of a revised Grand County Public Library Social Networking Policy. Dan suggested an edit to the last sentence of the fourth paragraph of the policy so that it will read, "All postings which contain any of the following will be removed and the poster may be barred from posting any subsequent

messages to library social networking sites.” He explained that the inclusion of “may be” prior to “barred” gives the library some flexibility in the decision to ban or not ban someone from posting on the library’s social sites. Discussion followed. Jenna made a motion to approve the revised Social Networking Policy as presented including the addition of the words “may be” to the last sentence of the fourth paragraph. Frank seconded the motion and it passed unanimously.

The third item on the agenda under Old Business was discussion of the Grand County Public Library Collection Development Policy. Jeremy informed the Board that the policy committee is interested in hearing fellow board members’ recommendations or thoughts on updating the policy. Jenna asked which staff members select library materials. Carrie replied that multiple staff members are involved in collection development and maintenance activities, but she grants final approval. Discussion followed. Jenna asked if items are ordered just because people request them, because the library wants sections to look a certain way, or because the library is looking to strengthen the representation of particular topics. Carrie replied that collection decisions are informed by all of those approaches. She added that library space is limited so collections must be managed within the space available and added that display space on library shelves helps increase circulation. Discussion followed.

Dan informed the Board that he had reviewed some collection development policies from other public libraries. He recommended some language that could improve GCPL’s policy based on those policies. Carrie suggested posting the current GCPL collection development policy online as an editable Google Doc so that Board members can easily access it to make suggested edits and add comments. A revised policy can then be drafted for the next meeting based on Board members’ edits and comments. Discussion followed. Dan also noted that he would like to see some mention of culling library materials in the revised policy. Given space limitations, items regularly need to be weeded to make room for new materials. More discussion followed.

The fourth item on the agenda under Old Business was update on Grand County Public Library 2018-2020 Strategic Plan progress. Carrie reminded the Board that a link to a Strategic Plan Project Tracking document has been shared with all members. The document allows all Board members the ability to view ongoing progress. Carrie also noted that the plan’s three major themes – partnerships, outreach, and eliminating access barriers – continue to guide current library services.

Carrie informed the Board of an error on the budget information that was provided in the meeting’s agenda packet. There was a coding mix-up between the Memberships and Insurance line items. Memberships should show approximately \$1400 expended and Insurance should show \$5000 expended. The Memberships line item is not actually overspent by 300% as shown in the agenda’s budget sheet. The Grand County Clerk is aware of the error and it will be fixed.

There was no Consent Agenda.

There was no New Business.

The Board moved on to Board Member Reports. Jenna reminded everyone of the upcoming Friends of the Library Book Sale in May. She is looking for volunteers to help with the set up and break down of the sale. Jenna also discussed a library event idea that will involve a bike tour to little free libraries around Moab.

Jeremy asked if there are any updates on a potential collaboration between Wabi Sabi and the library regarding the reinstatement of access to the Foundation Center. He noted that he hasn't heard of any developments on the subject from other local agencies including Utah State University's Small Business Development Center and Grand County. Carrie replied that the library has not yet heard back from Wabi Sabi on a potential Foundation Center collaboration. Jeremy suggested that he could reach out to Wabi Sabi to follow up. Carrie noted that Wabi Sabi has expressed an interest in providing grant resources to non-profits in the community. Discussion followed.

The Board moved on to Discussion of Future Agenda Items. They discussed using an online poll to determine a next meeting date that will work well for most members.

A closed session was not needed. Jeremy adjourned the meeting at 6:34 p.m.