

APPROVED
Grand County Public Library
Minutes for the Regular Board of Directors Meeting
June 25, 2019 5:30 pm
Board Room, Grand County Public Library

In attendance for the June 25, 2019 Grand County Public Library Board meeting held in the Board Room at the Grand County Public Library, were as follows: Jeremy Lynch, Kathleen McHugh, Evan Clapper, and Jenna Woodbury. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Head of Adult Services (minutes). Frank Stewart, Alanna Simmons-Cameron, Dan McNeil, and Jessica Anderson were absent.

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

Approval of the minutes for the March 27, 2019 meeting was discussed. Jenna made a motion to approve the minutes as presented. Kathy 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 shared that the library is currently running summer reading programs and activities for all ages (adults, juniors, and children). The library's online public access catalog has recently been enhanced with the integration of NoveList Select software. NoveList Select offers a comprehensive readers' advisory service that patrons can use without ever leaving the library catalog website.

Solar panels have been reinstalled on the library's recently repaired roof. The only task remaining to fully recover from last winter's leaky roof damage is rehangng some artwork on repainted interior walls. Carrie noted that the painter's \$4500 invoice – for the repainting of damaged interior walls – was incorrectly coded to the library's Building Maintenance budget line item instead of to the capital projects account. She is working with the Clerk's office to correct the error so the invoice's coding will be accurate prior to the start of budget season.

Carrie continued the Director's Report and shared that two library staff members gave presentations at the Utah Library Association conference last month. The talks were well received and the staff members may present again this fall. Two separate grants from the Utah State Library are on track. A \$5000 technology grant is being used to replace half of the adult-patron computers (currently the oldest patron computers) and the state library's CLEF grant has been used to digitize back issues of the *Times Independent* from 1979 – 2005. The newly digitized issues are not yet available on the Utah Digital Newspapers (UDN) platform, but once they are uploaded all back issues of the *Times Independent* and the *Grand Valley Times* will be available online between UDN (1896 - 2005) and the *Times Independent* website (2004 – present).

The library is looking to hire someone to fill the full-time Library Maintenance Worker position. Grand County is accepting applications for the position through the end of the week. The county's Maintenance Department has generously been helping with library needs while that

position has been vacant. One of the library's part-time Library Clerks is moving away and will be leaving her job at the library soon. An applicant for that upcoming part-time vacancy has accepted the position and will likely start in early July.

Carrie concluded the Director's Report with a review of upcoming library events and holiday closures. She also shared that the library has been looking into working with the Utah Food Bank to start offering a daily free meal for kids.

The Board moved on to Old Business. The first item on the agenda under Old Business was review and consideration of approval of a revised Grand County Public Library Code of Conduct. Jenna asked why library staff recommended changing the first paragraph to read, "maintain a safe and appropriate environment that allows all patrons to use library facilities to the fullest extent during regularly scheduled hours" instead of the previous wording which was, "maintain an atmosphere conducive to reading, study, research, and the pursuit of life-long learning opportunities." Carrie replied that the intent of the change is to move away from narrowing or placing value judgments on any individual's use of the library space. As long as an individual complies with the Code of Conduct's parameters they are welcome to use the library's space as needed.

Carrie also noted that the suggested changes related to children's conduct are based on recent changes in Utah state law, which now allows parents to determine when their children are of sufficient age and maturity to be in public spaces on their own. Information related to unattended children was previously part of a procedural addendum attached to the policy. Library staff is recommending that the Code of Conduct Policy address expectations of all users including unattended children. This new policy structure will allow library staff the ability to adjust Code of Conduct procedures as needed to appropriately respond to situations. Discussion followed. Evan made a motion to approve the revised Code of Conduct Policy as presented. Jenna seconded the motion and it passed unanimously.

The second item on the agenda under Old Business was review and consideration of approval of a revised Grand County Public Library Circulation Policy. Carrie explained that library staff recommends the removal of, "Library patrons are responsible for all damages, losses, and collection costs of library materials" because it is a redundant statement given that the policy already states that, "Library fees are charged in accordance with the Grand County Fee Schedule." Jeremy recommended changing a portion of the third bullet point under "Loan Periods" so that it will read, "Patrons are welcome..." instead of "You are welcome..." in order to have consistent language in the policy. Discussion followed. Evan made a motion to approve the Circulation Policy as presented with the addition of Jeremy's suggested edit. Jenna seconded the motion and it passed unanimously.

The third 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. No changes were recommended by library staff. Carrie noted that the policy has worked well for staff and it is in line with state laws. Evan made a motion to approve the policy as written. Jenna seconded the motion and it passed unanimously.

There was no Consent Agenda.

The Board moved on to New Business. The first item on the agenda under New Business was discussion of Strategic Plan Objectives and Goals for 2021. Jeremy noted that the Board has access to the library's document tracking current strategic plan progress. Discussion followed. The Board discussed reviewing future strategic plan ideas when more members are in attendance.

The Board moved on to Board Member Reports. Jenna reported that the Friends of the Library sale took place in May and noted that the Friends can use more help during the next sale if Board members are available to assist. Kathy asked about the viability of the book sales. Jenna replied that the Friends provide a terrific service and the sales are a great way to get more books out into the community. Carrie shared that the current structure of Friends' book sales may need to change in the future as Grand County is working toward re-purposing the space the Friends currently use to store book donations. Discussion followed.

Evan reported that he has heard positive updates from the County Maintenance Department regarding the library's roof repairs. He also shared some information from the State Auditor's recent certified tax rate presentation. More discussion followed.

The Board moved on to Discussion of Future Agenda Items. The next regularly scheduled meeting is July 11. The Board decided to cancel that meeting since it is less than a month away with a plan to meet on, or close to, the regularly scheduled September meeting date.

A closed session was not needed. Jeremy adjourned the meeting at 6:11 p.m.