

Grantsville City Library Board of Trustees

Meeting Minutes

Thursday, July 6, 2023, 4:15 p.m.

Approved August 3, 2023

Trustees in Attendance:

Elisabeth Allen (Liz), Vice-Chair
Tara Bell
Stacy Given
Sharon Kuttler, Secretary

Additional Attendees:

John Ingersoll, Director

Absent:

Janet Craven, Chair, excused
Arlene Mair, excused
Jolene Jenkins, City Council Liaison, excused

1. Call to Order and Attendance:

The meeting was called to order by Liz Allen, Vice-Chair at 4:17 p.m. Attendance was recorded as indicated above.

2. Stacy Given moved to approve the minutes of the June 1, 2023 meeting. Tara Bell seconded the motion. The motion passed unanimously.

3. Community Advocacy:

- a. City Independence Day Activities 2023 - John participated by cooking hot dogs during the basketball and volleyball games. He also helped with the parade setup. He encouraged the Board to be involved in future years. Tara suggested the library participate in the parade next year and pass out stickers or coupons for books.
- b. Grantsville City Communities that Care Coalition, Grantsville City, and the library collaborated on the Grantsville Arts Festival, Contest, Chalk Art, and Scavenger Hunt. It was very successful. Jolene arranged for prizes from local businesses.
- c. Back to School BBQ Event at Cherry Street Park - no date yet. Last year, we set up a table promoting the library. We will participate again this year.
- d. Grantsville City Police Dept., National Night Out Against Crime, 8/1 at Cherry Street Park, 5-8 pm - the library has been asked to participate.

4. Director's Report:

- a. Grants and donations - our Borrower Support Grant ended on June 30, 2023 with a total reimbursement of \$747.90. This grant pays interlibrary loan fees so that our patrons get free interlibrary loans. Another Borrower Support Grant, which will run until June 2024, has been approved.
- b. John trained at the FamilySearch Center on scanning books. The library received Grantsville correspondence, postcards, and death notices dating back to 1856 from a gentleman with family ties to the Johnson Family. John

wants to digitize these items. Sharon suggested looking into adding this collection to Mountain West Digital Library.

- c. Staff Training - John took the Supercharged Storytimes for All online training from WebJunction to help him with Head Start storytimes.
 - d. A donation allowed the Library to give out vouchers for free ice cream cones from Sweetheart's to those completing the Summer Reading Program.
 - e. Buildings and Grounds - The raised beds have been planted with flowers. We appreciate the weeding and landscaping the Public Works department does for the library.
5. Unfinished Business:
- a. ABCMouse icons will be put on the desktops of library computers.
 - b. Associate Librarian Job Posting will be on Indeed.com. Heidi from HR will participate in the interviews and perhaps another department head and/or Library Board members will also be involved.
6. New Business:
- a. Spanish & French Language books will be separated from the English books and put in their own section.
 - b. Review of 2.12 Public Relations Policy and 2.13 Patron Behavior and Library Use Policy - Board members can make changes and we will discuss and approve these policies at the next meeting.
7. No Public Comments.
8. The meeting was adjourned at 5:03 p.m. on a motion by Tara Bell, seconded by Stacy Given.
9. Our next meeting is scheduled for 4:15 pm on Thursday, August 3, 2023 at the Grantsville City Library, 42 North Bowery Street, Grantsville, Utah. It will also be available through Zoom.

Documents Distributed:

- a. Agenda for the July 6, 2023 Library Board Meeting
- b. Director's Report dated July 1, 2023
- c. Draft Minutes of the June 1, 2023 meeting
- d. Policies 2.12 & 2.13 for review