

**Ephraim Public Library Board**

Minutes for Board Meeting held at the Ephraim Public Library  
30 South Main, Ephraim, Utah  
**Tuesday, July 18, 2023 at 5:30 pm**

1. Call to order, Roll Call, Review/Vote to approve minutes from last meeting: Minutes from last meeting were not sent to board members, so the vote is postponed until the next meeting.
  - Board members present: Audrey Thompson, Lloyd Stevens, Jennifer Harward, Dana Bagnall, Marissa May, Jenny Harris, Mat Barreiro.
2. Public Input: None.
3. Board Member Introductions: new members Marissa May and Jenny Harris introduced themselves; other present library board members gave brief introductions. Marissa has lived in Ephraim for one year, has five children, and her husband is the Snow College basketball coach. Jenny teaches a local personal fitness class, has three children, and her husband is a professor at Snow College.
4. Library Statistics: June 2023 & FY 2022-23: Jenn presented library statistics for June 2023. Board members suggested she bring the library financial report quarterly.
5. Board Elections: Chair and Secretary:
  - Jenn nominated Audrey Thompson as Secretary; Jenny Harris seconded. Motion passes, Audrey Thompson is Secretary. Audrey Thompson nominates Dana Bagnall as Chairperson, Marissa May seconded. Motion passes: Dana Bagnall is Chairperson.
6. Discussion: Topics for Future Meetings
  - Trainings: How board functions, ethics training, open meeting training, etc. It is suggested that these trainings are broken out across multiple meetings. Jenn will review the trainings that we need to do and estimate how much time they will take.
  - Candice Maudsley, City Recorder, is recommended to be there at the next meeting to do the Open Meeting Training.
  - Implementing the Strategic Plan

## 7. Action Items

- Jenn will email the Strategic Plan to Marissa and Jenny.
- Each board member will review Codes of Conducts from comparable libraries and bring ideas of what we might include in our own Code.
- Next meeting: August 15, 2023

## 8. Audrey motioned to adjourn the meeting, Mat seconded.

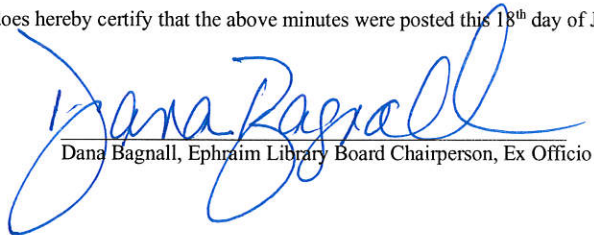
Note: The Board may vote to discuss certain matters in Closed Session pursuant to Utah Code annotated 52-4-5.

This facility is wheelchair accessible and handicap parking is available. Request for accommodations and interpretive services must be made three (3) working days prior to the meeting. Please contact the library at 435-283-4544 for information or assistance.

From time to time, matters are discussed that do not appear on the posted agenda. Items that require/request action taken will appear in the Action Items section of each posted agenda. Submitted Action Items for the agenda must be submitted to the Library Board Secretary by the Friday prior to the meeting and should be accompanied by any and all supporting written documentation. Without such documentation, the Board reserves the right to postpone the hearing of any item such documentation has been submitted.

### CERTIFICATION OF POSTING

The undersigned, duly appointed Library Board Secretary, does hereby certify that the above minutes were posted this 18<sup>th</sup> day of July 2023.



Dana Bagnall, Ephraim Library Board Chairperson, Ex Officio