



**Monroe City Library Board Meeting Minutes
October 9, 2023
Monroe City Library | 49 North Main | Monroe, Utah**

In attendance:

Library Director Shelly Monroe, Chair Linda Midgley, Secretary Lori Epling, Board Members Noelle Smith and Cindy Tripp-Kent. Council Member Erica Sirrine entered the meeting at 5:40 pm. Board Member Jennifer Nackowski entered the meeting at 5:11 pm.

Absent: Board Member Dawn Van Nosedol.

The meeting was called to order by Chair Midgley at 5:06 pm.

Invocation:

An invocation was given by Board Member Smith.

Minutes:

Board Member Smith made a motion to approve the minutes of July 10, 2023, as written. Board Member Epling seconded the motion. The vote to approve the minutes of July 10, 2023, as written, was unanimous.

Welcome New Board Member:

Chair Midgley welcomed new member Cindy Tripp-Kent to the Board. She said Board Member Kent had served on the Library Board several years ago and was bringing some experience to our Board. Director Monroe created a list of all members including tenure for distribution.

Strategic Plan:

Director Monroe reported on the library's Strategic Plan. Every three to five years, a long-range plan is needed. Director Monroe read the mission statement, vision statement. The Strategic Plan includes a short history of Monroe and the people served. The document is to be reviewed annually by the Board. The agenda included a discussion regarding the library goals.

Goal 1 – Children and Youth Programs. The story time program helps children with readiness for kindergarten. It is held on Tuesdays and Wednesdays at 10:00 am. Approximately 7-9 kids are in attendance. The goal is to continue this program while increasing attendance. The plan includes measures for 2024-26. Objective 2 is the STEM program. The program was started up again after the pandemic. The first session was well attended. The goal is to continue to increase attendance.

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The STEM program goal is to hold sessions twice a month and work up to weekly sessions depending on funding and space.

Goal 2 – Recreation Resources. The emphasis is on fostering community involvement. Future plans include a gaming club for middle school and high school students. Some computers need replacement, and the replacement schedule is on track. A board game club is also being considered for the future. Board Member Nackowski asked about staffing. Current staffing is being used to monitor after-school programs. Computers are unavailable during program events. Board Member Tripp-Kent asked about games and monitoring games. Director Monroe explained the filtering system to maintain age-appropriate material. Additionally, computers are located in areas where screens are easily seen and supervised. One game played is “Roblox”—played by patrons of all ages.

Board Member Nackowski asked about “Dungeons and Dragons”. The State has board games available. Director Monroe has a resource to help with the start of the board game club. Another idea would be a family board game night. Board Member Nackowski discussed some residents in the community looking for more community-based activities. This club could fit into that related community activity movement. Winter would be a good season to hold a family game night. Space may be a hindrance, but this idea is worth exploring. The activity could possibly be held on a quarterly basis.

Writing and trivia contests, as well as photo scavenger hunts could also be included as future activities. Board Member Nackowski acknowledged how important social interaction can be and how critical it is to a thriving community.

The State library would like Monroe City Library to have a technology plan in place. The technology plan can be separate or combined with the Strategic Plan. The technology plan should also include the outlook for the next three to five years. Director Monroe will complete a community survey to determine needs and wants. Director Monroe will be contacting the school principals to obtain more information. Budget and space will determine what can be accomplished.

The current plan is to keep computers working and maintained. Director Monroe is working on obtaining hotspot equipment. The library currently has chrome books that can be circulated. High school students have access to the internet through the school. Middle school students may have need for the internet. School principals can provide further information regarding needs. Wireless printing and internet are available within the library and surrounding block.

Homebound books are still being delivered books as part of the library service. Board Member Nackowski asked about the books-on-tape program. The Library for the Blind can send books directly to the patron. Utah has the largest Braille collection in the country.

The library offers audio CDs, but the CDs are not used very often. Board Member Nackowski has a technical resource (her son-in-law). Director Monroe would love to offer a coding class. Board Member Nackowski will ask her son-in-law about hosting such a class. Board Member

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Tripp-Kent asked about the need for basic computer skills and whether the elderly would attend such a class. The library could offer classes at night and patrons could bring their devices to learn tips and tricks on using the devices—phones, computers. The library could offer a morning class too or classes could be offered at the community senior center or assisted living facility. Director Monroe will call Bryan Castle about the assisted living facility. Board Member Nackowski discussed the need to determine if there is any duplication of services within the community, but this would be a good joint activity to work together. Another item for consideration is that other libraries offer VR headsets. Further discussion is needed on this topic.

Storytime at the senior center was successful years ago. Community outreach is critical. Board Member Nackowski asked about other community outreach. There is need for education on utilizing more technology in navigating social platforms. Outreach and information on programs could be shared on Facebook page, bulletin boards or in City newsletter. Board Member Nackowski asked about renters receiving the newsletter. Banners along the fence would also be a great way to share news. If anyone has other suggestions, please provide them to Director Monroe.

Haunted Library Poster Commission:

Director Monroe shared the poster created by Emma Clove for the Haunted Library. Big posters will be printed. Council Member Sirrine has asked City personnel to contact library for information to be shared.

Library Report:

Director Monroe reported the summer reading program was successful. Patrons read 79,951 pages. Storytime was held at 10:00 on Thursdays. Storytime was attended by a large group. Halloween activities are scheduled for October and there is a solar eclipse activity scheduled. Fun is the goal and reinforcement of the concept. Haunted library tours will be held from 7-9 pm. A cornhole game and donuts will be provided while patrons wait for their tours. Chair Midgley and Board Member Nackowski volunteered to help. Board Member Nackowski's husband is also available for Halloween activity.

Current services and board member roles include:

- Board member goal is advocacy. Creative Bug is an app on the Utah State Library and works with library card. It includes crafts for children and adults.
- Monroe Library bookmark includes websites and links to different resources that the State Library provides. Board members need to be aware of what is offered. The back of the card includes information about Libby. The library is partnered with the Beehive Consortium to offer electronic library services. The library pays the fees for access to thousands of books. This service is free to patrons with library cards.
- Resources are under-utilized and board members need to become familiar with resources and links and what each link includes—homework helps, learning resources, testing resources.
- The library also offers a fax machine, laminating and printing services.

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There was an incident where a patron brought alcohol into the library. The patron was not drinking. Director Monroe researched the regulations, and it is unlawful to consume alcohol in a public building or park. A sheriff deputy came once the patron moved to the park. Staff have been trained to understand state law.

The state of Utah will be requiring background checks on all library staff. This requirement will need to be added to the city policy. The State is working on grants to offset costs. Currently, all library staff has received background checks through the school district. This requirement needs to be completed by 2025.

New Business:

No new business was brought to the attention of the Board.

Next Meeting:

Board Member Nackowski made a motion that the next meeting be held January 8, 2024, at 5:00 pm. Board Member Epling seconded the motion. The vote to hold the next meeting on January 8, 2024, was unanimous.

Adjournment:

Board Member Smith made a motion to adjourn. The meeting adjourned at 5:56 pm.