

1 **01/17/2024 10:00 a.m. Library Board Meeting**

2 **Participants:** Sam Passey, Vail Batty, Mary Fontes, Susan Horrocks, Heather McKee, Sonja Norton. Susan
3 Horrocks and Linda Nay excused.

4 **Attendance:** Sam Passey, Vail Batty, Mary Fontes, Susan Horrocks, Heather McKee, Sonja Norton, Chrys-
5 tal Summarell, and Michelle Fuller, with Stacia Watkins taking the minutes.

6 **1. Welcome**

7 The meeting started at 10:00 a.m. The following board members were in attendance: Sam Pas-
8 sey, Vail Batty, Mary Fontes, Susan Horrocks, Heather McKee, and Sonja Norton. Susan Horrocks was
9 excused. Chrystal Summarell and Michelle Fuller were also in attendance, with Stacia Watkins taking the
10 minutes.

11 **2. Approve Meeting Minutes**

12 Mary moved to approve the minutes as presented. Vail seconded the motion. The motion
13 passed unanimously.

14 **3. 2024 Values Discussion. Kindness, Empathy, Integrity, Grit – Sam Passey, Library Director**

15 See attachment on the Utah Public Notice website for a letter from the Uintah County Library
16 Team and the Library’s Strategic Plan for 2024-2026. Document is labeled “Director’s Letter and Strate-
17 gic Plan Draft.”

18 We will be setting up a full-service checkout line again where library clerks assist patrons in
19 checking their items out, as well as providing an opportunity for connection between patrons and em-
20 ployees. This is intended to support our values of Kindness and Empathy by building relationships with
21 our patrons to enhance their experience when they visit.

22 Heather wondered whether having a full-service line would be any additional cost. Sam ex-
23 plained that there would be no change as we already have staff stationed at the service desks and offer-
24 ing this service, but we intend to make more people aware of the service.

25 As part of the strategic plan, we intend to empower citizen historians by promoting the oral his-
26 tories available at the History Center and inviting the community to contribute their own oral histories
27 and stories to the collection. We intend to do this through a series of user-friendly tools and resources,
28 public history classes, journaling classes, and partnering with other organizations who can magnify these
29 efforts.

30 **4. Art Displays in the Library Discussion – Sam Passey, Library Director**

31 Over the years we have allowed different artists and groups to come in and display art. Sam has
32 some reservations about this, primarily because we do not have an Art Display Policy, which does not
33 give staff firm guidelines for what is and is not acceptable. The Heritage Museum right next door does
34 have art policies and space for art shows. Sam is working with attorneys to come up with a statement or
35 policy that we do not host outside art shows.

36 Chrystal also pointed out that in our conference room we frequently have children's activities,
37 and there is a risk of damage to the art, which we do not want to be liable for if, for example, a child
38 throws a cup and it punches through a canvas.

39 If we accept one kind of art, we must accept it all, which opens all sorts of doors for art that may
40 not be appropriate. The board supports channeling artists to the Museum, where they are open to sup-
41 porting the art of other entities with the aid of contracts, waivers, and a liability release.

42 **5. Children's Services Report – Stacia Watkins, Librarian**

43 Stacia presented a brief overview of our 2023 statistics, and a deeper analysis of how children's
44 activities relate to children's materials checkouts. (See attached handouts and presentation on the Utah
45 Public Notice Website.)

46 Data was gathered from January through mid-November of 2023 to compare data from days
47 and times when we did or did not have children's activities occurring at the library. Comparing the num-
48 bers side by side, there is definitely a correlation between children's events or activities and an increase
49 in the number of children's items checked out, as well as an increase in the number of patrons checking
50 these items out. A few of the notable activities include the recurring story times, Lego Club, Code Club,
51 Summer Reading Activities, Dr. Seuss Birthday Party, "Well of Eida" Launch Party, Raptors at the Library,
52 and Jane Austen parties.

53 For a more in-depth analysis and insights, please see the file labeled "2023 Children's Program-
54 ming and Circulation Analysis" attached to today's meeting notice on the Utah Public Notice website.

55 We are also looking at adding an after-school Minecraft club and other activities. We are still in
56 the planning process for some of these activities.

57 **6. Regional History Center Report – Michelle Fuller, Regional History Center**

58 In 2023, the Regional History Center (RHC) uploaded over 3,000 photos and maps online. Many
59 were Vernal Express photos, Ashton Family collection processed by Elaine Carr, and map drawers 1-12
60 uploaded by Marety Hill, with discretion in regards to those maps with copyrights. Michele Wheeler

from the Library has found 280 veterans and 301 related items in the past 6 months. She's currently working on a book for the RHC and cemetery archives. Michelle Fuller is working on the Norma Wardle collection, which was a scenic photo collection highlighting our area, including Downtown Vernal in the 1950s. She has also been working on the Erland Preece photography collection spanning 1954-1975 of early landmarks. They've received and either begun or completed processing the following donations:

- Ashton Family items (processed)
- Whiterocks Irrigation Company Collection (ongoing)
- Betty Glenn Johnson Collection (processed)
- Tammy Reynolds Twitchell documents of her father Adrian Reynolds (processed)
- Various yearbooks and scrapbooks (all processed)
- Uintah High School FFA scrapbooks (20 albums spanning the 1950s-1980s), which we need archive boxes for (newly acquired)
- Erland Preece photography collection (ongoing)
- Richardson/Wardle collection (ongoing)

They have published the Summer 2023 and Winter 2023 issues of the Outlaw Trail Journals, each with 7-8 articles. Michelle did the layout and design, as well as reaching out to several authors for submissions. Michelle and Elaine, both staff members, wrote two articles each. They oversaw the editing, proper photo permissions, and credits. They've also reprinted "Myke Hall's a Local History Moment" Volumes One and Two, which have been out of print for several years now.

Sam has been considering the option of offering online purchasing for subscriptions and published books. Wendi Long, Uintah County's Treasurer, suggested that the decision will depend on whether the RHC can sell enough and justify the daily bookkeeping and other costs. Sam would like to try it out, so we will follow up on that.

In addition to promoting oral histories through library classes, such as teaching patrons how to interview their family members, they have transcribed 5 cassette tapes of oral histories from years past. There are two oral history interviews scheduled for 2024 from Howard Powell and Conrad S. Evans, Sr. which will be conducted by Elaine and Michelle. They are also hoping to help Stacia implement short pieces of oral histories into spotlights on the Library and Regional History Center websites to draw more interest to them.

They have ordered rolling shelves to be added to the existing shelves in the back of RHC. They are expected to arrive in the first week of February this year, and will house future newspapers and oversized items since they have outgrown their other storage space.

They have been organizing the book inventory room in the storage area of the basement to provide better access. This will also aid in ridding the musty smell of the Styrofoam in the early published

book boxes, which books have been placed on shelves. This is a work in progress as they move some of the donations, art, and other miscellaneous materials to a vacant space on the third floor of the Museum. This space will be a joint storage space as well as a work room for preparing exhibits. They plan to move an extra shelf from the Museum to the RHC room to hold some of the newest scrapbook donations. They hope to get more pending accessions processed to make more room this year.

The RHC was part of the host committee for the Utah Museum Association & Conference in September. Marety has been participating in museum interpretation workshops out on the Wasatch Front with Alycia Luke from the Museum. They are working on an exhibit on Tex Davis, a cowboy from our area, as part of their project. Marety came across three oral histories of his and has been transcribing them for the assignment and the exhibit.

Michelle does the display in the glass case in the county building, and she has made five exhibits as of this month. She and Sam have discussed photo permissions, and currently they charge \$10 per photo for commercial publication. Michelle wonders if this needs to be revisited for when images have already been scanned and made available online, or when there is no additional cost or service to the RHC. Sam's suggestion from an administrative perspective would be that we do something along the lines of adopting a policy where instead of charging for licensing, we charge for additional service provided. They may work with the History Center on a few options, present them to the attorneys, and come back with something more firm.

Vail wondered if any children's classes have been held on regional history. They take kids on tours through the history center, but they have to be a certain age to grasp it. They'd like to do more to engage the youth. The Museum asked the County Commission in their budget for a full-time Assistant Museum Curator position, whose duties would involve outreach and organizing activities to get more involvement from the community. They have also helped scouts in engaging with the newspaper collections.

Michelle has also been assisting Sevier County History Center in establishing operations. Their commission has recently approved a history center somewhat inspired by our history center. Their main cities consist of Richfield, Monroe, Glenfield, Joseph, etc. They all have their own city libraries instead of a county library.

7. Board Member Reports

Sonja wondered if patrons could air-print from their mobile devices to a printer behind the counter that isn't quite available to the public. We previously had a mobile printing service, but it had

126 too many glitches to be reliable. We have been having patrons email their documents to staff to have
127 printed, and while we prefer not to do so for liability reasons, we've found that many people do not
128 know their passwords if they attempt to access their accounts from a library computer.

129 Sam recommended putting on the agenda a discussion about the fee schedule and whether we
130 want to charge for the first 5 pages or not. Sonja recommended charging the minimum to pay for ink,
131 paper, etc. Sam would like to find a vendor where people pay for their prints through their phones and
132 then it will print for them. It would be a mobile, self-service option.

133 Vail wondered who monitors the copyright issues. We have a copyright notice posted on the
134 printer, and we aren't able to copy entire books. Michelle mentioned that at the RHC, they will copy no
135 more than 10% of a book for patrons.

136 There was some discussion about the issues of mobile printing for patrons and library staff.

137 Sam visited Avalon a couple of weeks ago, and everything looks to be in order. Vail mentioned a
138 dead mouse being found in the building and wondered if there is any kind of pest control out there.

139 **8. Public Comment**

140 There was no public comment.

141 **9. Next Meeting Date**

142 Our next meeting is scheduled for Wednesday, February 21st at 10:00 a.m.

143 **10. Adjourn**

144 Mary moved to adjourn the meeting. Vail seconded. The meeting adjourned at 11:24 a.m.