

UNAPPROVED

STATE LIBRARY BOARD MEETING  
Thursday, December 7, 2023  
10:00 AM  
Virtual meeting

**State Library Board Attendees:**

**Present:**

Rebekah Cummings, Chair; Marguerite Mower; Diane Carter; Josh Johnson; Davina Sauthoff; Steve Winn; Daniel Mauchley; Shannon Thoman-Black; Sam Passey

**Utah State Library (USL) Staff:**

Chaundra Johnson, State Librarian/Division Director; Lisa Nelson, Blind and Disabled Program Manager; Merrily Cannon; Library Development Program Manager; Amanda Rock, Administrative Assistant

**Utah Department of Cultural & Community Engagement (CCE):**

Jill Love, Executive Director; Kat Potter; Deputy Director

**Guests:**

Elliot Clark, Assistant Attorney General

**Approve Board Meeting Minutes for September 21, 2023:**

Dan made a motion to approve the minutes. Shannon seconded the motion. All board members voted in favor.

**Utah Open & Public Meetings Act training:**

Elliot conducted the required annual training.

**Director's Update:**

This was Chaundra's last board meeting as the State Librarian and USL's director. Chaundra thanked Jill, who was leaving her role as Executive Director of CCE, for her support of USL and Utah's libraries.

Chaundra updated the board on the Bookmobile Program. The program is now under Library Resources instead of Admin. She said there will be a pilot program with Sanpete County since they will not be renewing their bookmobile contract next fiscal year. Marie will keep the board updated on this project.

**CCE Update:**

Jill gave an update on the governor's budget, service initiatives, and other issues. Regarding the museum, Jill stated the architects will be here in January, and it will be the last chance to give feedback.

UNAPPROVED

**USL Technology Kits Collection Development Policy approval:**

Merrily shared the updated policy with the board and asked for their approval. Shannon motioned to approve the new policy; Steve seconded the motion. All board members voted in favor.

**USL Language Kits Collection Development Policy approval:**

Merrily shared the updated policy with the board and asked for their approval. Sam motioned to approve; Josh seconded the motion. All board members voted in favor.

**Beehive Library Consortium Collection Development Policy approval:**

Marie shared the updated policy and asked the board for approval. Josh motioned to approve; Sam seconded. All board members voted in favor.

**Statement of Concern Form Approval:**

Marie shared the updated form and asked the board for their approval. Dan motioned to approve, and Sam seconded. All board members voted in favor.

**Staff reports:**

**Blind and Disabled Program:**

Lisa gave the following updates:

- There will be a winter reading program for adults. The theme is cozy winter reads. There will be an online book discussion in March.
- A braille calendar will be available for patrons.
- Partnering with Ballet West to braille their programs.
- A legislative roster for patrons will be brailled.

**Library Development:**

Merrily gave the following updates:

- In October Karen Liu, Youth Services Coordinator, hosted three in-person summer reading events. The new theme is *Adventure begins at your library*.
- Also in October, we brought in our LibPAS representative, Ryan Patrick. Heidi Fendrick, State Data Coordinator, and Rachel Lenahan, Training Coordinator, worked together with Ryan and planned in-person visits to several locations around the state – Ryan trained users on LibPAS and Heidi offered a presentation on using data.
- Things are also moving along with Karen’s literacy initiative project for the state. The next installment of this statewide project is the Utah Ambassador for Young People’s Literature Award. Jennifer Nielson has been nominated for the award. She’ll be visiting schools and libraries throughout the state for the next 2 years.

**Library Resources:**

Marie gave the following updates:

- There is an open position for our Acquisitions Technician/Book Buzz coordinator. She’s planning to have that position filled by mid-January.

## UNAPPROVED

- There has been a lot of movement in the Bookmobile staff. Shaun Bliss (Utah) took a director position in Smithfield and Becky Lopshire, Pat Thomkins, and Jim Eriksen retired. New drivers for the Tri County, Utah County, and Iron County Bookmobiles have been hired.
- With the turnover in the bookmobile, it was a good time to make changes in processes to increase efficiencies and open some time for the bookmobile staff to do more programming and outreach services. The changes include centralizing the bookmobiles' selection, acquisitions, and cataloging functions. As a result of this centralization process, she will be hiring a part-time person to handle the collection development or materials selection of the bookmobiles. She hopes to have that position filled by mid-January.
- It was a record year for Book Buzz. We had over 1000 checkouts each month. The Beehive Library Consortium's digital loans will reach a new milestone for the calendar year with over 6 million checkouts.
- Resources have partnered with the American Heart Association to distribute Blood Pressure Monitors to Utah libraries for checkout to their patrons.