

1 **02/28/2024 3:00 p.m. Library Board Meeting**

2 **Board Members Present:** Sam Passey, Mary Fontes, Susan Horrocks, Amanda Jenkins, Heather McKee,
3 and Sonja Norton. Vail Batty and Linda Nay excused.

4 **Other Attendees:** Dan Mauchley and Tonya Craven (virtual attendance), with Stacia Watkins taking the
5 minutes.

6 **1. Welcome**

7 The meeting started at 3:06 p.m.

8 **2. Authorization and Formation of a Library Director Search Committee**

9 Sam's last day is March 1st, so the board is meeting to review the hiring process and establish a
10 hiring committee for a new Library Director. Sam recommends one or two board members; someone
11 from the Uintah County Human Resources Department (HR); the current Uintah County Commissioner
12 assigned to the Library; a library director from a neighboring library system such as Dan Mauchley, who
13 is the director of Duchesne County Library System; and a department head from one of the departments
14 with whom the Library works. Tonya Craven, the HR Director, is legally required to be on the committee
15 per Utah Code, as well as Sonja Norton, the County Commissioner currently assigned to the Library.

16 Susan wondered how many people we think will apply. Based on his recent experience hiring a
17 branch manager in Duchesne County, Dan believes we will have a decent pool of candidates, as it will
18 likely be an attractive offer for those with library science degrees who can't break the glass ceiling in
19 their own locations.

20 Some discussion was had about the interview process, and it was concluded that an interview
21 with the entire library board is not necessary. The board may delegate that task to the hiring committee
22 and instruct the committee to return with two names, one preferred and one as a backup, that the
23 board may then submit to the county commission.

24 Mary moved to form a Uintah County Library Director Search Committee. Susan seconded. The
25 motion passed unanimously.

26 Susan moved for the Uintah County Library Search Committee to consist of Uintah County Hu-
27 man Resources Director Tonya Craven, Uintah County Commissioner Sonja Norton, Duchesne County
28 Library Director Dan Mauchley, Uintah County Library Board Chair Heather McKee, and one other Uintah
29 County department head with whom the Library works frequently. Amanda seconded. The motion
30 passed unanimously.

31 Sam has turned over all of his contacts, logins, and other pertinent information to Chrystal, Sta-
32 cia, and the county's IT department to ensure the transition goes smoothly.

33 Tonya wondered if the board needed to do anything to authorize Chrystal to step into the posi-
34 tion as the Interim Library Director. It is not legally specified in the code, so Sam did not feel that it was
35 necessary.

36 Susan asked who takes the lead on the search committee. Sam strongly encouraged them to
37 defer to Tonya. He also recommended that the board direct any of their comments about the hiring pro-
38 cess to Heather.

39 Dan recommends someone who is a good director, supervisor, and leader for the Library Direc-
40 tor position.

41 **3. Adjourn**

42 Mary moved to adjourn the meeting. Amanda seconded. The meeting adjourned at 3:31 p.m.