



TREMONTON CITY LIBRARY BOARD MEETING

October 25, 2023

Meeting held at Tremonton City Library

210 N. Tremont Street

Tremonton, Utah

Tremonton Library Board Members Present:

Kim Griffiths, Library Director

Lisa Unsworth, Chairperson

Becca Ashby, Vice Chairperson

Alysia Chapman, Secretary

Mike Garrett, Board Member

Annette Macfarlane, Board Member

Rebecca Jeppesen, Librarian-Secretary

Members Excused:

Connie Archibald, City Council Representative

Julie Beagley, Board Member

Rick Jeppesen, Board Member

Members Absent:

Moroni Aguilar, Board Member

Chairperson Lisa Unsworth called the Tremonton Library Board Meeting to order at 7:07 p.m.

The meeting was held at the Tremonton City Library at 210 N. Tremont Street, Tremonton, Utah. Those in attendance were Library Director Kim Griffiths, Chairperson Lisa Unsworth, Vice Chairperson Becca Ashby, Board Secretary Alysia Chapman, Board Members Mike Garrett, Annette Macfarlane, and Tremonton Librarian-Secretary Rebecca Jeppesen.

1. Welcome

Chairperson Unsworth opened the meeting.

2. Approval of Agenda

Nobody had any questions, so the agenda was unanimously approved.

3. Approval of Minutes from August 16, 2023

Nobody had any corrections, so the minutes were unanimously approved.

4. Public comments: This is an opportunity to address the Library Board regarding your concerns or ideas. Please limit your comments to three minutes.

There were no public comments.

5. New Business

a. Discuss Open Meeting Training Video

Library Director Griffiths, Board Chairperson Unsworth, Board Secretary Chapman, Board Member Garrett, and Board Member Jeppesen have already completed their annual open meeting training. Other board members should let Librarian-Secretary Jeppesen know when they have completed their on-line training.

6. Unfinished Business

a. Approve 2024 Library Board Meeting Schedule

Motion by Board Secretary Chapman to approve the 2024 Library Meeting Schedule. Vice Chairperson Ashby seconded the motion. Vote: Chairperson Unsworth – aye, Vice Chairperson Ashby – aye, Secretary Chapman - aye, Board Member Garrett - aye, Board Member Macfarlane – aye. The motion carried.

b. Approve Makerspace Policy

Motion by Board Member Macfarlane to approve the Makerspace Policy. Vice Chairperson Ashby seconded the motion. Vote: Chairperson Unsworth – aye, Vice Chairperson Ashby – aye, Secretary Chapman - aye, Board Member Garrett - aye, Board Member Macfarlane – aye. The motion carried.

c. Approve Strategic Plan for 2024-2026

Motion by Board Secretary Chapman to approve the Strategic Plan for 2024-2026. Board Member Macfarlane seconded the motion. Vote: Chairperson

Unsworth – aye, Vice Chairperson Ashby – aye, Secretary Chapman - aye, Board Member Garrett - aye, Board Member Macfarlane – aye. The motion carried.

d. Discuss Collection Development Policy

Director Griffiths asked the library board let her know if they have any suggestions or corrections for the Collection Development Policy.

7. Board Reports

a. Library Director's Report

Director Griffiths reported that the Tremonton City Library was voted as a "Quality Library" for the third year in a row, for performing above benchmark expectations.

In August, 14 children participated in a Magic of Music class, 16 individuals attended a Retro Game Night, 30 children took home STEM Take'n Make Kits, and 129 children found Seek and Find fair images hidden around the library.

In September, 20 adults attended a Garlic class, 25 adults participated in a Splat and Chat painting class, 45 children took home play dough for National Play Dough Day, 30 children took home STEM Take'n Make kits, and 79 children found Seek and Find school images hidden around the library.

In October, 18 teens attended a Halloween Party, and the library distributed 1000 Solar Eclipse glasses.

b. Business Items for the Next Board Meeting

Annual Board Training

Discuss and/or Approve Collection Development Policy

Discuss Background Checks Policy for Library Employees

8. Calendar Items

- a. Next Library Board Meeting will be held on January 17, 2024
- b. Adult Creative Craft Classes on Tuesdays @ 6-7 p.m. (*Senior Center*)
- c. Adult Computer Help Class on Wednesdays @ 9-11 a.m. (*Senior Center*)
- d. Children's Storytime and Craft on Fridays @ 10 a.m.
- e. Children's STEM Take'n Make Kits available on 1st and 3rd Saturdays
- f. Tween Coding Club, Tuesdays and Fridays, October 17-November 10 @ 4-5 pm.
- g. Adult Book Club with monthly book provided by library (*Facebook*)

- h. Adult Book Club Discussion on first Tuesday of month @ 7:30 p.m. (*ZOOM*)
- i. Author Visit: Jenea Christiansen @ 1-2 p.m.
- j. Children's Christmas Party on December 2

9. Adjournment

Nobody had any other things to discuss, so the meeting was unanimously adjourned.

The meeting adjourned at 7:45 p.m.

The undersigned duly acting and appointed Library Director and Library Board Chairperson for the Tremonton Library Board hereby certifies that the foregoing is a true and correct copy of the minutes for the Library Board Meeting held on the above referenced date. Minutes were prepared by Rebecca Jeppesen.

Kim Griffiths
Library Director

Lisa Unsworth
Chairperson

Rebecca Jeppesen
Librarian-Secretary