



**Davis County Library Board Meeting**  
Clearfield Branch  
1 N Main ST Clearfield  
Thursday, June 13, 2024  
Called to Order by Sara Reed at 1:07 PM  
Adjourned at 1:45 PM

**PRESENT:**

Sara Reed, Chair  
Commissioner Kamalu  
Samuel Macias, joined electronically  
Connie May  
Mary Lynne Morgan  
Ryan Nilsen  
Josh Johnson  
Jenny Tankersley  
Excused: Jennifer Somers

**GUESTS:**

Lynnette Mills, Deputy Director  
Matt Goff, Deputy Director  
Ellen Peterson, Deputy Director  
Mary Moore, Collection Development Manager  
Robert Tripp, Davis County Attorney

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**WELCOME**

1. Recognition of Mary Moore's service to the Davis County Library  
Josh introduced Mary Moore to the Board and told them she is retiring after 33 years of service to the Davis County Library. He shared with the Board how integral Mary Moore has been to the Library by outlining her accomplishments.

The Board thanked Mary for her contributions to the Library.

**PUBLIC COMMENTS**

2. 3 minute maximum  
There were no public comments.

**ACTION ITEMS**

3. Approval of Minutes - May 2nd, 2024  
The minutes from May 2<sup>nd</sup>, 2024 were presented for review. There were no questions about the minutes.  
*Commissioner Kamalu moved to approve the minutes. Mary Lynne Morgan seconded the motion. The motion was unanimously carried.*

4. Ratification of April 2024 Expenditures  
Josh shared the April 2024 expenditures with the Board. Ryan Nilsen asked if the Library budgets ahead turnover savings. Josh explained that the Library used to, but no longer does. Any turnover savings funnel back into operations savings.  
*Mary Lynne Morgan moved to approve. Sara Reed seconded the motion. The motion was unanimously carried.*

5. Ratification for summary list of item donations over \$50.00 to Davis County Libraires  
Josh presented the donations over \$50.00 for a total of \$1,633.50.  
*Mary Lynne Morgan moved to approve. Ryan Nilsen seconded the motion. The motion was unanimously carried.*

6. Kaysville Branch Closure for carpet replacement – Aug 1 - Aug 2, 2024

Lynnette Mills explained the need to close the Kaysville Branch for carpet replacement. The carpet will be replaced in bits and pieces, with the spine in front of the checkout desks being replaced on August 1<sup>st</sup> – 2<sup>nd</sup>. The book drop will remain open for patrons to return items.

*Commissioner Kamalu moved to approve the closure. Mary Lynne Morgan seconded the motion. The motion was unanimously carried.*

7. Proposed closure until 2:00 PM for Staff Training Day - Aug 2nd, 2024

Josh explained that the Staff Training Day plans will function as a mini-conference with staff proposing presentations. Josh told the Board that closing until 2:00 PM will cause a four hour disruption in service, but would be beneficial to staff.

Connie May arrived

*Mary Lynne Morgan moved to approve the closure until 2:00 PM on August 2<sup>nd</sup>. Commissioner Kamalu seconded the motion. The motion was unanimously carried.*

8. Approve proposed changes to Library Policy #350 Photography and Filming

The proposed changes to Library Policy #350 Photography and Filming were presented for review. The updated policy follows what was discussed in a previous Board meeting.

*Commissioner Kamalu moved to approve. Connie May seconded the motion. The motion was unanimously carried.*

9. Appointment of Vice Chair/Chair-Elect

Josh explained that now that Sara Reed is the Chair, the Board would need to elect a new Vice Chair/Chair Elect.

*Connie May nominated Samuel Macias as the new Vice Chair/Chair Elect. Commissioner Kamalu seconded the nomination. The motion was unanimously carried.*

**INFORMATION & DISCUSSION ITEMS**

10. Property Exchange Agreement with Davis County and Centerville City - Smith/Founder's Park and Centerville Library

Josh explained that Centerville City owns the land that the Centerville Library is housed on. The lease was \$1.00 a year for 50 years. Ryan Nilsen asked when the lease expires. Josh explained the lease expires in 2056. The Library is paid up through the life of the lease.

11. Recognition of Connie May's service on the Davis County Library Board

Josh outlined Connie's two terms of service. The Board thanked Connie May for her eight years of dedicated service on the Davis County Library Board.

**ADJOURNMENT**

*Mary Lynne Morgan moved to adjourn. Commissioner Kamalu seconded the motion. The motion was unanimously carried.*

*The Board adjourned at 1:45 PM.*

**NEXT MEETING: August 8<sup>th</sup>, 2024 at the Centerville Branch**