

Richfield Public Library Meeting
7/12/2024

1. Welcome – Camisha Reed
 - a. Roll call:
 - i. Board President: Camisha Reed
 - ii. Board Members: Glen Taylor, Lacy Echeverria, Derek Stokes, Brandon Harrison, Vonae Swensen, Marva Peterson, Andy Flinders
 - iii. City Council Rep: Elaine Street
 - iv. Library Director: Tiffany Andersen
 - v. Excused: Elaine Street, Andy Flinders, Brandon Harrison
2. Minutes
 - a. Reviewing Minutes from the June 13th, 2024 Meeting
 - i. Motion to approve minutes: Glen Taylor
 - ii. Motion Seconded: Dereck Stokes
 - iii. Motion passed yes unanimously
3. Board Training/Policy Review
 - a. Trustee Handbook: none, next month we will start over
 - b. Policy: board member introduction
 - c. Discussed officer election that will happen at next meeting and terms
4. Library Director Updates
 - a. Financials: what she received from the Rob from the city, at 97.94% of the budget, over in salary, errors \$4788.00 on clef grant, new category for book sale \$1117.00 was brought in on July 4th book sale. Budget should be around \$181,000. Goal this year to use staff to organize space, build out programs, repurposed, refurbish and reuse. Most of the budget will go to staffing about \$100,000. Rollover of 2%.
 - b. Projects
 - c. Staffing: it is taking 2 employees to cover the desk and to help the amount of patrons, 11 and 12 are the busiest part of the day. People are waiting at 11 AM when they open. Proposed closing at 6PM and opening at 10 AM.
 - d. Vote on new hours being 10 AM to 6 PM motion to approve from Glen Taylor, second from Dereck Stokes approved unanimously.
 - e. Event Planning
 - f. Volunteer updates/Community Outreach
 - g. Civic Duties (City Council Meetings, Chamber of Commerce, etc)
5. Committee Reports/Board Updates
 - a. Administration
 - i. Discuss adding paragraph to By-laws regarding City Council Rep voting rights added section 6 to article 2. Proposed by Camisha Reed, Seconded by Marva Peterson
 - ii. Change to “eligibility for Library Cards” Policy

1. Change to residents of Sevier county will be eligible for a free library card, cards are valid for 3 years. Non residents outside of Sevier county. Scratch item A
 2. Motion to approve Lacy Echeverria, seconded by Vonae Swensen, unanimously approved
 - iii. Consider Nominees for Board Roles
 - b. Public Relations
6. Follow- up Items: 4th of July book sale was meant to be, city provided a credit card machine from the visitors center to collect payments, bag were donated from Lins, \$1117 gained, still have lots of inventory to move, perhaps a bag sale at the fall festival, volunteer to go through books and organize and check for book we want to keep.
7. End of Meeting:
- a. Motion to end meeting: Lacy Echeverria
 - b. Motion seconded: Glen Taylor
 - c. Motion passed Unanimously
8. Next Meeting is Thursday Aug 8th at 8:00 am.
- a. Minutes approved for the July 12th meeting at the August 8, 2024 meeting.
 - i. Motion to approve minutes: Vonae Swenson
 - ii. Motion Seconded: Brandon Harrison
 - iii. Motion passed unanimously