

Grantsville City Library Board of Trustees
Meeting Minutes

Thursday, October 10, 2024, 4:15 p.m.

Approved November 7, 2024

Trustees in Attendance:

Tara Bell
Janet Craven
Tana Dixon
Stacy Given, Vice-Chair
Sharon Kuttler, Secretary
Arlene Mair, Chair

Additional Attendees:

John Ingersoll, Director
Layne Koyle, Grantsville Communities that Care

Absent:

Scott Bevan, City Council Liaison (excused)
Aiden Hopper, High School Liaison

A. Call to Order:

The meeting was called to order by Arlene Mair at 4:16 p.m.

B. Roll call of members: Attendance was recorded as indicated above.

C. Janet Craven moved to approve the September 5, 2024 meeting minutes as written.
Tara Bell seconded the motion. The motion passed unanimously.

D. Public Comments: Layne Koyle discussed the upcoming Arts Festival.

E. Community Advocacy:

1. Honey Harvest Festival, October 11th & 12th - The city department heads will man tables at the festival. The Library will participate and Board members are welcome to help at the library's table.
2. Trunk or Treat Fundraiser, Saturday, October 26th - John will pass out candy.
3. Art Festival, October 17-18 from 10 am to 8 pm

F. High School Liaison Update:

1. Aiden was absent. John said Aiden and Breklyn are planning a murder mystery event based on Clue.

G. Director's Report:

1. Grantsville was designated as a Healthy Utah Community by the Utah League of Cities and Towns. John plans to fill "blessing boxes" with food items and place them in front of the library.
2. John wants to hold an event to acknowledge the library tutors in November or December. He invited the Board to help.

3. Other items in the Director's Report include staff training on Gale databases, a voter registration and information table in the library, the tutoring program and purchase of materials to support tutoring, and the September statistics.

H. New Business:

1. Arts Festival, October 17 & 18 - Layne Koyle invited the Board members to participate in the upcoming Art Festival and help judge the entries on Friday, October 18 at 4 pm. No one was available to help on Friday. Jolene also needs judges for Thursday.
2. Veterans' Program, November 9 - Arlene spoke about the Veterans' program on Saturday, November 9, which will start at 8 am with a flag ceremony. Arlene is arranging for quilt donations for veterans.

I. Unfinished Business:

1. Policy Revisions: 2.09 Reference, 2.10 Special Collections - John rewrote and shortened these policies. They were emailed to the Board to review before the meeting. Tana Dixon moved to approve both policies, Tara Bell seconded it, and they were approved unanimously.
2. CLOSED SESSION: Annual Director's Evaluation. Stacy Given moved to go into a closed session and Janet seconded the motion. John's evaluation was discussed with him in a closed session. Janet Craven moved to end the closed session, seconded by Tana Dixon.

- J. The meeting was adjourned at 5:24 p.m. on a motion by Tara Bell, seconded by Janet Craven.

Our next meeting is scheduled for 4:15 pm on Thursday, November 7, 2024 at the Grantsville City Library, 42 North Bowery Street, Grantsville, Utah. It will also be available through Zoom.

Documents Distributed:

- a. Agenda for the October 10, 2024 Library Board Meeting
- b. Director's Report dated October 1, 2024
- c. Draft Minutes of the September 5, 2024 meeting
- d. Draft Policies 2.09 and 2.10