

Richfield Public Library Meeting Minutes
11/15/2024

1. Welcome – Camisha Reed

a. Roll call:

- i. Board President: Camisha Reed
- ii. Board Members: Lacy Echeverria, Glen Taylor, Brandon Harrison, Marva Peterson, Dereck Stokes
- iii. City Council Rep: Elaine Street
- iv. Library Director: Tiffany Andersen
- v. Excused: Vonae Swenson

2. Minutes

- a. Reviewing Minutes from the 10/10/2024 Meeting
 - i. Motion to approve minutes: Camisha Reed
 - ii. Motion Seconded: Derek Stokes
 - iii. Motion passed: Unanimously

3. Board Training/Policy Review

- a. Trustee Handbook: Bylaws
Approved: Glen Taylor
Second: Elaine Street
Approved: Unanimously
- b. Policy: Board meeting recording policies Updates date
Approve: Brandon Harrison
Seconded: Derek Stokes
Approved: Unanimously

4. Library Director Updates

- a. Financials- numbers update Fall fest made just over \$900, with all book sales about \$2200, good response to free cards for all sevier county members. Coffee and Tea bar may ask for \$2 donations. Have a card reader! The clef grant application is due Dec 16. Tif will add a category for clef grants on the monthly report so we can follow where the funds were spent. Stefanie is asking for a \$2-3 donation for Mom and me discovered this is going well and bringing in some revenue to cover the cost of the program.
- b. Projects- Food for fines November 44 cans already, ordering new blinds, lights cleaned and fans direction switched for winter. Interlibrary loans nationwide OCLC website can request a book from anywhere in the nation and patron get the book within 2-3 weeks, cost \$5-6 for the library, with no fee for the patron. Yardley building across the street is possibly available to purchase for a second branch, Tif will do some background work to find out if the building is available and how much. We talked about perhaps using some college students to come up with a proposal. Still weeding books to make room
- c. Staffing- temp employee budget is a little high but. All employees over 18 who work with youth must have background checks (all employees meet this requirement) to apply for a clef grant. 8 temp employees new employee added Cannon Anderson
- d. Event Planning- Tiffany is thinking about adding a cooking club and a silent book club

- e. Volunteer updates/Community Outreach- post-high school volunteers starting in Jan.
- f. Civic Duties (City Council Meetings, Chamber of Commerce, etc): visitors from the USL are coming today to visit our library

5. Committee Reports/Board Updates

- a. Camisha: Friends of the Library President: Ashley Wilder Agreed but would like an assistant. Camisha is looking for suggestions Tif suggested Maddy Rasmussen and Glen suggested Nicole Butler
- b. Glen: is down to one trailer of books, NHS from the high school helped Derek unload the trailer at DI, in the future fill a bag book sale is the way to go. Vote on the rug Tif will purchase the rug using the friends of the library funds.

6. Follow- up Items:

fees for interlibrary loans policy

7. End of Meeting:

- a. Motion to end the meeting: Derek Stokes
- b. Motion seconded: Marva Peterson
- c. Motion passed Unanimously

8. Next Meeting is (Dec 13) at 8:00 am.

- a. Reviewing Minutes from the (11-15-24) Meeting
 - i. Motion to approve minutes: Derek Stokes
 - ii. Motion Seconded: Glen Taylor
 - iii. Motion passed: unanimous