

WASHINGTON COUNTY LIBRARY SYSTEM LIBRARY BOARD MEETING

A meeting of the Library Board was held December 4, 2024, 3:00 PM
St. George Branch, 88 W. 100 S. St. George, UT 84770

Board members present:

Wendy Neilson	Board Chair
Kelly Atkin	Board Member
Darin Larson	Board Member
Haylee Caplin	Board Member
Gene Garate	Board Member
Dana Moyle	Board Member

Board Members Not Present:

Victor Iverson	County Commissioner
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Also present:

Alan Anderson	Library Director
Tracie Madsen	Administrative Assistant

CALL TO ORDER

Wendy Neilson welcomed those in attendance and called the meeting to order at 3:00 pm.

1. CONSENT AGENDA

- Approval of agenda
- Review and approve minutes from October 2, 2024
- Next meeting date and location – February 5, 2025, St. George Branch

MOTION: Darin Larson made a motion to approve the consent agenda and previous meeting minutes, along with next meeting date and location.

Seconded: Gene Garate

Vote was taken: All voted “aye”.

MOTION PASSED

2. BLOOD PRESSURE - kit example

A few months back, Ann Nevers met with Alan to introduce the idea of having blood pressure kits available at the library for check-out. Around the same time, the Southwest Health Department reached out to Alan, to inform him of a grant that was available for obtaining

blood pressure kits. The grant with the American Heart Association was applied for and kits were received.

As part of the grant, informational booklets were prepared and printed, that include QR codes for a patron to scan. Each unit comes in a plastic bin that includes the booklet, alcohol wipes and extra supplies. Bins will be distributed among the library branches.

The contract is still in the process at the County Attorney's Office.

3. ANN NEVERS – patron presentation

Ann is a local patron who discovered the idea of a “library of things” while visiting a library in another state. She is enthused about the possibilities for the Washington County Library System. She began her presentation to the board by passing out a flyer that highlighted some of her ideas. She then expanded on what a library of things could do.

Ann highlighted different groups in the county that could benefit from a library of things. She spoke of many items that could help individuals and could be available through the library for borrowing. Some examples she gave were laptops, fruit dryer, wheat grinder, pickle ball equipment.

In looking at the Washington County Library website, she could not see anything online in regards to “things” to check out. The need for good communication in regards to making patrons aware of what is available was talked about.

Alan said the library has telescopes, GoPro cameras and Wi-fi hot spots, VR equipment and other items currently available for check-out. He also talked about a grant that been applied for by the library, that if received, would provide a kiosk with laptops and tablets that could be checked out.

A board member asked a question about what Ann's specific recommendation would be for starting a library of things. She suggested taking a gradual approach, starting out small with items such as graphing calculators, and then adding one larger item each year. The board suggested having a focus on items offered, and Ann agreed.

Ann spoke of problems and solutions to consider. She suggested allocating funds each year from the library budget, along with facilitating ease of donation by patrons.

The required maintenance and upkeep of a library of things was discussed. It was suggested that patrons who have special skills or knowledge could adopt or sponsor a certain thing and keep it maintained. Light sanitizers could be used to help with hygiene concerns.

A concern was expressed by the board about the need for holding patrons financially accountable for misuse or damage.

It was suggested that the library of things be located at just one branch location.

Alan highlighted the many items currently available to patrons through Makerspaces at each branch.

Ann's hope, is that the Library Board would choose to support a "Library of things".

4. CELEBRATIONS

Alan celebrated a successful Staff Development Day held in October. The lull in turnover of library staff was celebrated, along with the renewal of the Mohave County Inter-Governmental Agreement with the library system.

Alan has applied for a grant that would provide a kiosk of laptop computers for check-out, along with the replacement of 144 library computers.

5. BUDGET 2024 & 2025

Budget lines over 90% spent as of October 31, were highlighted.

Santa Clara Copy Machine – 101%

Enterprise Copy Machine – 93%

Alan informed that costs have changed since obtaining a new copy machine contract.

Washington Postage – 103%

Technical Services Postage – 108%

\$120,000 has been spent so far from Repairs Building and Grounds budget on the Hurricane Branch project.

Kelly asked how much money would flow into the fund balance from this budget. Alan approximated \$55,000 but it could easily be more.

2025 budget has been submitted, but has not yet been approved by the County Commission. The budget should be approved at the December 17 Commission Meeting.

6. 2025 BOARD MEETING SCHEDULE & OFFICERS

Alan shared a proposed schedule for board meetings in 2025. (Exhibit 3)

The location of meetings and the concern about lack of attendance at more remote branches was discussed. It was suggested that the October meeting be held at Washington Branch instead of St. George Branch.

Proposed Library Board Chair would continue to be Wendy Neilson, with Dana Moyle as Vice-Chair.

MOTION: Kelly Atkin made a motion to approve the proposed meeting schedule and officers for 2025, with the exception of Washington Branch in October.

Seconded: Gene Garate

Vote was taken: All voted "aye".

MOTION PASSED

7. HURRICANE UPDATE

The lining of the sewer pipes at the Hurricane Branch has been completed, and everything seems to be working. Alan shared pictures of the completed landscaping, along with a picture of the current bathroom that will be updated with new stalls and countertops.

8. STAFF DEVELOPMENT DAY RECAP

A power-point presentation was shown, sharing highlights and pictures from the Library Staff Development Day held in October. The theme for the event was Library Clue. All library staff were split into teams and Library Clue was played throughout the day. Break-out sessions were held, to teach and inform staff of new database offerings.

9. SANTA SCHEDULE

The schedule of when Santa will be attending programs and events at six different branches was shown.

10. FEES UPDATED

Changes to the fee schedule have been made and were shared with the board.

Due to rising cost, fees have increased for the following services:

8.5 x 11 Black & White copies will go from \$.10 to \$.15 per side with a limit of 200.

11 x 17 Black & White copies will go from \$.20 to \$.30 per side.

8.5 x 11 and 8.5 x 14 Color copies will go from \$.50 to \$.80 per side.

11 x 17 Color copies will go from \$.60 to \$1.00 per side.

12" Laminating will go from \$.50 to \$.70 per linear foot.

24" Laminating will go from \$.80 to \$1.00 per linear foot.

Wood sheets for laser cutting will go from \$1.00 to \$2.00

Thick plexi-glass will go from \$9.00 to \$11.00

Changes to the fee schedule have been approved by the County Commission.

11. MOHAVE CONTRACT

The Inter-governmental agreement between the library system and Mohave County will expire December 31, 2024. A new contract was created and signed by the County Clerk and Commissioner Snow. Mohave County will pay \$10,000 per year for five years from December 31, 2024 to December 31, 2029, for Mohave County residents to have use of the Hildale Branch library without paying a non-resident fee.

MOTION: Haylee Caplin made a motion to renew the contract with Mohave County.

Seconded: Kelly Atkin

Vote was taken: All voted "aye".

MOTION PASSED

12. SUPER READER PARTY

The University of Utah and PBS have provided a grant for a winter reading program. The program runs from mid-November through December. There will be a finisher party in January for all those who qualify by reading 30 minutes per day, for 30 days.

The library system is matching grant funds by holding a weekly drawing for those who read that week, with the winner receiving a Dinner in a Box.

13. HOLIDAY HOURS – 2024

All library branches will be closed at 2:00 pm on December 24th and December 31st.
The libraries will also be closed on December 25th and January 1st.

MOTION: Gene Garate made a motion to adjourn the meeting at 4:45 pm.

Seconded: Darin Larson

Vote was taken: All voted "aye".

MOTION PASSED