



TREMONTON CITY LIBRARY BOARD MEETING

October 16, 2024

Meeting held at Tremonton City Library

210 N. Tremont Street

Tremonton, Utah

Tremonton Library Board Members Present:

Kim Griffiths, Library Director

Becca Ashby, Chairperson

Mike Garrett, Vice Chairperson

Julie Beagley, Board Member

Brad Janssen, Board Member

Rick Jeppesen, Board Member

Hayley Kearl, Board Member

Rebecca Jeppesen, Librarian-Secretary

Members Excused:

Annette Macfarlane, Secretary

Chairperson Becca Ashby called the Tremonton Library Board Meeting to order at 7:02 p.m. The meeting was held at the Tremonton City Library at 210 N. Tremont Street, Tremonton, Utah. Those in attendance were Library Director Kim Griffiths, Chairperson Becca Ashby, Vice Chairperson Mike Garrett, Board Members Julie Beagley, Brad Janssen, Rick Jeppesen, Haley Kearl, Tremonton Librarian-Secretary Rebecca Jeppesen, Lead Librarian Kori Williams, and Megan Moyer.

1. Welcome

Chairperson Ashby opened the meeting.

2. Approval of Agenda

Nobody had any corrections, so the agenda was unanimously approved.

3. Approval of Minutes from April 10, 2024

Nobody had any corrections, so the minutes were unanimously approved.

4. Open Meeting Training

The Tremonton Library Board watched and discussed a video titled, “Open and Public Meetings Act.”

5. New Business

a. Introduce and Approve Board Member Volunteer, Megan Moyer

Director Griffiths will present Megan Moyer’s name for the Tremonton City Council to approve as a new member of the Tremonton Library Board.

b. Discuss Interlibrary Loan Policy

Director Griffiths passed out an Interlibrary Loan Policy draft. Board Members discussed it and made suggestions. Director Griffiths will present the revised draft at the next Library Board Meeting.

c. Discuss January Library Board Meeting

The Tremonton Library Board will meet with the Garland Library Board on January 15, 2025. The Tremonton Library will host the meeting in the Tremonton City Office building. Director Griffiths will invite a representative from the state library to provide the annual library board training at 6:00, before the joint meeting at 7:00. After discussing updates to the Bear River Valley Consortium policies, the Tremonton Library Board will split off to conduct their own business.

d. Discuss Topics for January Board Training

No topics were identified.

e. Discuss Library Board Training

The Niche Academy provides lots of on-line training for library boards. Director Griffiths will email the link. Each board member will need to set up an account to access the training presentations.

6. Unfinished Business

a. Discuss Code of Conduct Policy

The library board members read through the Code of Conduct Policy draft. The outdated public phone section has been removed, because the library no longer has a public phone. Patrons may not use the staff phones, but the staff will complete calls for children needing to contact their parents. Director Griffiths

added a new section specifying which activities are not allowed in the library. The library board will approve the Code of Conduct Policy at their January meeting.

b. Approve 2025 Library Board Meeting Schedule

The Tremonton Library Board is planning to meet on January 15, April 23, August 13, and October 15, in 2025.

Motion by Board Member Jannsen to approve the 2025 Library Board Meeting Schedule. Vice Chairperson Garrett seconded the motion. Vote: Chairperson Ashby - aye, Vice Chairperson Garrett - aye, Board Member Beagley – aye, Board Member Janssen - aye, Board Member Jeppesen – aye, Board Member Kearl – aye. The motion carried.

7. Board Reports

a. Library Director's Report

The Tremonton City Library earned a “Quality Library Award” for the fourth year in a row. The Library Board’s contributions helped the library earn this award.

In August, 10 teens attended a game night activity, 5 adults joined in a book discussion on Zoom, 15 adults participated in craft classes, 171 children and parents attended storytimes in the park, and 390 children completed the August and September Seek and Find.

In September, 7 adults joined a book discussion on Zoom, 14 adults participated in craft classes, 169 children and adults attended storytimes in the library, 84 children completed Smokey the Bear’s Birthday activities, 200 children attended a National Play Doh Day activity, and 417 people met author Brandon Mull.

So far in October, 75 children made maracas and colored Sugar Skulls for National Hispanic Heritage Month, and 31 adults have registered for a Murder Mystery Dinner.

b. Business Items for the Next Board Meeting

Discuss and Vote on Code of Conduct Policy
Discuss Interlibrary Loan Policy
Discuss combined consortium Overdue Policy changes

8. Calendar Items

- a. Next Library Board Meeting will be held on January 15, 2025
- b. Adult Craft Classes on October 8 and 22 @ 6-7 p.m. (*Senior Center*)
- c. Adult Computer Help Classes on Wednesdays @ 2-4 p.m. (*Senior Center*)
- d. Children’s Storytime and Craft on Fridays @ 10 a.m.

- e. Children's STEM Take'n Make Kits available on 1st and 3rd Saturdays
 - f. Adult Book Club with monthly book provided by library (*Facebook*)
 - g. Adult Book Club Discussion on first Tuesday of month @ 7:30 p.m. (*ZOOM*)
 - h. Adult Murder Mystery Dinner on October 19 @ 7-9 pm (*Senior Center*)
 - i. Teen Masquerade Party on November 1 @ 6 p.m. (*Senior Center*)
9. Public comments: This is an opportunity to address the Library Board regarding your concerns or ideas. Please limit your comments to three minutes.

There were no public comments.

10. Adjournment

Nobody had any other things to discuss, so the meeting was unanimously adjourned.

The meeting adjourned at 7:56 p.m.

The undersigned duly acting and appointed Library Director and Library Board Chairperson for the Tremonton Library Board hereby certify that the foregoing is a true and correct copy of the minutes for the Library Board Meeting held on the above referenced date. Minutes were prepared by Rebecca Jeppesen.

Kim Griffiths
Library Director

Becca Ashby
Chairperson

Rebecca Jeppesen
Librarian-Secretary