

Smithfield Library Board

Minutes – Meeting June 19, 2024

In attendance: April Godderidge, Stephanie Nixon, Todd Durrant, Kathy Toolson, Shawn Bliss, Todd Orme (subbing for Wade Campbell,) Natalie Darley

Approval of Minutes

Kathy made a motion to approve the minutes from April 24, 2024. Todd seconded and the board voted unanimously to approve the minutes.

Director's Report

Collection Development Policy: no word from city attorney on legal guidance, Shawn will check on status of review

Recertification process is under way

Background Check Policy: new legislation, policy is due July 1, 2024. City is doing checks for all new employees and paying for them, teen volunteers under 18 do not need check. New policy is complete and needs approval.

2025 budget approved, \$14K increase for floor repairs in childrens' area, also some small increases in other areas. Donations have greatly assisted programs in FY 2024

Summer Reading is going like gang busters, 365 visitors on first day, 300+ a week later

Wi-fi enhancement installation is complete, has helped stability in some spots inside and added coverage outside. Internet access policy will be updated in upcoming year

Building inspection needed for recertification, Todd Durrant will help Shawn with this before end of the month

Strategic Plan coming along, priorities include Programming, Policy, and Collections

Quality Library certification, applying shows library is going above and beyond

Concert in the Park: could board and city encourage small local businesses to be a part of future events?

Public Input

Natalie Darley from the Cache County Library Board in Providence is visiting to learn more about our library and board. Her library is pursuing certification and their board is seeking information on frequency of the process, etc. Also asked questions about funding sources (city, CLEF, other grants and donations) and learned CLEF is dependent on certification. Also has questions about a north-south consortium to utilize funds better?

Shawn provided some context and history of the County Library which was his headquarters while he ran the Cache bookmobile program. Questions about board training also asked (State Library provides, also required for certification)

Action and Discussion Items

Background check policy: see attached. April made motion to approve and Stephanie seconded. Board voted unanimously to approve the policy.

Recertification: Todd and Stephanie expressed interest in helping with building inspection or other tasks as needed.

Vacancy on Board: Kathy Toolson's term ends in July 2024, so some names were discussed for a replacement: Shae Hansen and Karalee Hayward. Shawn will contact potential board members.

City Council Representative Report

Todd Orme is substituting for Wade Campbell. He expressed appreciation for the great work the library is doing, and gave the council's support.

Adjournment

The next library board meeting is scheduled for July 17, 2024. Todd motioned to adjourn the meeting, April seconded.

Minutes approved on September 18, 2024.