



Regular Board Meeting

Feb. 18, 2025 @ 4:30 PM: Duchesne Library

The mission of Duchesne County Library System is to enrich our residents' knowledge and inspire their growth. Through these efforts the library envisions our residents empowered to strengthen each other and unite their communities.

Conducting: Chair Jessica Shaw called the meeting to order at 4:32 p.m.

Welcome / Roll call: Chair Jessica Shaw, Vice Chair Deb Evans, Director Daniel Mauchley, Secretary Amy Snow, Jenny Adams, Kathryn Crapo, Commissioner Jeff Chugg.

New Board Member: Welcome to our new County Commissioner Jeff Chugg.

November 2024 minutes approval: There was a motion from Deb Evans to approve the minutes with a minor grammatical amendment followed by a 2nd by Jenny Adams. The board approved the minutes with the amendment unanimously.

Recognition of Donations: There have been the following donations: \$1,000 from API Uintah Basin; \$2,500 from Uintah Basin Healthcare; \$250 Kings Peak Credit Union; Uintah Basin Association of Governments - \$2,500 waiver for outreach drop box pickup. Commissioner Chugg mentioned that Wilson Energy may be interested in donating, he will follow up.

Review of Circulation Policy: Methods of Verifying Patron Accounts for Checkout. The staff is not in total agreement with some tenants of the policy. There was a recent staff meeting wherein the matter was discussed. Some staff members feel uncomfortable asking for a library card for people they know personally. However, not verifying a patron's account and checking out to the incorrect patron. This can damage the library's reputation and patrons could be charged for items that they have not checked out. Asking for cards protects patrons. The board would prefer there be one policy for both branches. Director Mauchley will instruct that staff that they should follow the current policy.

Duchesne Branch Grand Opening Discussion. The ribbon cutting for the Duchesne whole building has already taken place in December. Director Mauchley proposes holding the grand opening on April 12. There are no grants available to pay for the grand opening, like Roosevelt did. The board proposes doing refreshments with no ribbon cutting. It would be a good idea to have a local Duchesne city baker make the treat such as cookies or cupcakes. We will run radio ads. There is no need to give out a patron gift. Other ideas for the grand opening include music from the high school band, a storyteller, and including the arts council in the festivities.

Discussion of Equitability of Allowing a Non-Duchesne County Resident That Owns a Duchesne County Business to Open a Library Account. Karen England, the Uintah County library director, said they are considering allowing this in Uintah County. Duchesne residents with Uintah County businesses would gain access to Mango Languages and EBSCO databases. However, this access is at no additional cost for Uintah County library. Duchesne County residents have also had access to databases through the state library for many years and the use is very low despite some programming and marketing about them. Uintah County residents with Duchesne County businesses would gain access to Hoopla. Hoopla check out costs average about \$2.50 per check out, increasing the overall costs of hosting Hoopla with new accounts and circulation added. Director Mauchley feels the tradeoff is not fiscally equitable enough to change the policy. The board agrees with Director Mauchley's assessment.

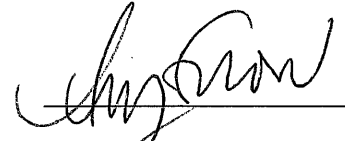
Review of November- January Statistics/Budget/Consent Agenda. Stephen Moon is stepping down as Roosevelt Branch Manger due to health issues. The library plans to do an open house in his honor. The staff will start making plans in the coming weeks. Stephen Moon gave a deed of gift to the library of 70+ autographed pieces on the Wall of Awesomeness. Interviews for the new Roosevelt branch manager will begin on March 10.

Questions. No questions.

Public comment. No Public in attendance.

Next meeting – Tues. Mar. 18, 2025, 4:30 PM – Roosevelt Library

Minutes approved 03/18/2025.



Amy Snow, Secretary

Consent Agenda

Record circulations for Libby (932 on Duchesne County items) and Hoopla (704) in January.

Roosevelt Branch Manager Change

As announced by Stephen himself, as well as the library on social media, he is stepping down from his role as Branch Manager due to health reasons. Duchesne County Human Resources has been very dedicated at meeting with him and his family multiple times to help him through the financial transition. Daniel met with Stephen after the decision was formalized. Stephen signed a deed of gift, generously donating all 70+ autographed pieces of the Wall of Awesomeness to the library. Daniel told Stephen that the library would like to have a public thank you for him that he was comfortable with. He said that would be nice and will be collaborating with Daniel on such an event soon.

The Branch Manager position has been released on the library's social media, website, and newsletter. It was also shared on the Utah Library Network listserv. Interviews will begin March 10.