

WASHINGTON COUNTY LIBRARY SYSTEM LIBRARY BOARD MEETING

A meeting of the Library Board was held June 4, 2025, 3:00 PM
St. George Branch 88 W. 100 S. St. George, UT 84770

Board members present:

Victor Iverson	County Commissioner
Wendy Neilson	Board Chair
Haylee Caplin	Board Member
Kelly Atkin	Board Member
Darin Larson	Board Member
Dana Moyle	Board Member

Board Members Not Present:

Gene Garate	Board Member
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Also present:

Alan Anderson	Library Director
Tracie Madsen	Administrative Assistant
Courtney Singara	County Attorney

Wendy Neilson welcomed those in attendance.

CALL TO ORDER

1. CONSENT AGENDA

- Approval of agenda
- Review and approve minutes from April 2, 2025
- Next meeting date and location – August 6, 2025, Enterprise Branch

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

Seconded: Dana Moyle

Vote was taken: All voted “aye”.

MOTION PASSED

2. CELEBRATIONS

Throughout the library branches, there has been outreach to elementary schools, promoting the Summer Reading Program.

New hires have joined the library system as part-time clerks at Springdale and Enterprise. Interviews are being conducted for Santa Clara Custodian and well as Grounds Maintenance at Hildale.

Utah Library Association Conference was held in St. George at the Dixie Center in May. The library system was able to send many of the staff to at least one day of the conference. The staff felt they received good information and a connection to others around the state.

The County Commission approved the relocation expense for moving shelving from the County Clerk's office to the St. George Branch Library. The shelving is free, but there will be a cost to relocate. The new shelving is high-density, compressed shelving and will be used to help alleviate crowding at St. George and find a new home for this county asset.

The Commission approved the purchase of 44 computers to be used by the public. They will be paid for by CLEF grant funds.

3. BUDGET

The library budget is looking good. The County Clerk/Auditor's office has upgraded software to an Oracle product called NewSuite, which will cause budget reports to look different than they have in the past. The numbers shared were raw numbers instead of percentages. The Clerk's office is still working on refining the reports.

Budget lines running high were talked about.

Admin Office Supply – 36%
Technology Maintenance – 67%
Santa Clara Telephone – 41%
Hurricane Telephone – 63%
Advertising – 48%

4. SANTA CLARA ROOF UPDATE

Alan talked about roof repairs and the problems associated. Matt from Maintenance has talked to the roofers about areas of the roof still needing repair. Repair of flashing around the cement wall has now been completed.

5. AMERICAN REVOLUTION EXPERIENCE June 2-19

The main floor of the St. George Branch is housing a traveling American Revolution Experience exhibit. The exhibit was previously at the State Capitol and will be going to other states after June 19.

The Daughters of the American Revolution organization is sponsoring the event. The County Attorney's office and the Commission office have worked to get the national organization to take responsibility/liability for the exhibit while residing in St. George.

Alan expressed that the exhibit is a great thing to help the rising generation understand the cost of freedom and to promote patriotism. It is in conjunction with the 250th anniversary of The Shot Heard Around the World. The exhibit includes tall murals as well as 3 kiosks where videos can be watched. It also includes a QR code where patrons can learn more.

6. RATIFY INTERNET POLICY

Revisions made to the Internet Policy were discussed at the April Library Board Meeting. Due to some complications with the state Public Notice Website, the policy needed to be ratified by the Library Board.

A reminder was given to the board of a small addition to the policy, in regards to patrons not trying to access illegal material on library computers.

MOTION: Haley Caplin made a motion to ratify the changes and updates made to the Internet Policy. Darin Larson seconded.

Vote was taken: All voted "aye".

MOTION PASSED

7. SUMMER READING

Summer Reading Programs began the first of June. Library branches are having kick-off programs this week. The theme for this year is Color Our World. Detailed information in regards to programs and prizes are included in pamphlets at each branch, along with the library website.

Patrons participating in the program can earn weekly prizes by logging their reading. Those finishing the eight-week program, qualify to have their name in a system-wide drawing to earn the following prizes:

Children – Gift certificates to activities around town

Young Adult – Three \$25 Amazon gift cards

Adult – iPad or Kindle Fire

The Read Down Your Fines program will run throughout the month of July. Children and Young Adults can come to a library desk and check in. For every 15 minutes read in the library, \$1.00 worth of fines are waived. Lost material cannot be waived.

8. POTENTIAL AGREEMENT – Wowbrary, Intagly

Booksite is a database the library has subscribed to for access to reading lists, newsletters and marketing. In December, Booksite is going out of Business. Wowberry is a competitor. Alan has passed an agreement from Wowberry to the Attorney's office for review.

Intagly is a 3D printing service. Patrons who aren't interested in learning how to do their own 3D printing, but want someone else to make their project, can be linked up to get items printed through Intagly. Their items would be picked up at the Washington County Library. A small fee would be paid the library for the service.

A contract was sent to the Attorney's office for review. Courtney will talk to Alan more about her concerns with the contract.

No decisions have been made; just keeping the Library Board informed of projects being considered.

9. THREE GRANTS

CLEF Grant funds received from the state library, have been received. 90% of the funds are available now, with the remaining 10% will come after the funds have been spent. 44 public computers have been purchased.

Alan applied for two other grants; One sponsored by Utah Educational Network and one from Broadband. The library system has been informed that money to fund the grants is not available due to cuts in government spending.

Questions were asked about the 44 computers being purchased through CLEF Grant funds. Alan explained that CLEF funds have to be spent on the public, not staff. The IT Department has indicated that library computers need to be updated to be able to support Windows 11.

Commissioner Iverson suggested fine tuning the number of computers needed in public computer labs. Computer lab use is tracked by a utility provided by the IT department, but is currently not working. The library will evaluate use numbers and may free up space for patrons to bring laptop computers.

A question was asked in the meeting, about the trend in use of printed material verses electronic. Alan said printed material circulation is going down about 10% and electronic

circulation is up about 10%. In the area of periodicals, it is not possible to do print and electronic. It is 100% in one direction.

Publishers charge three times more for electronic material than they do printed.

The standard for purchasing more copies of a book are based on the hold list. The average ratio is 1 to 5 in the beginning. As the hold list grows, the ratio increases.

The library courier system allows patrons to obtain a book from any of the branches. Books are moved between libraries on a daily basis. Sharing resources between branches helps the library system not over-invest in multiple copies of a book. The system has 5 couriers that are paid from the time they pick up until they drop off.

Alan shared that two board members reached the end of their first term as Library Board members. Wendy Neilson, Library Board Chair, has decided not to continue on to a second term. Dana Moyle, vice-chair has committed to stay on the Library Board for a second term. Appreciation was expressed to Wendy for her service to the library and community.

New board chair and vice-chair will be selected at the Library Board Meeting in August.

The Commission office advertises all board openings. Board members represent different communities/areas around the county. Commissioner Iverson asked the board to be the eyes and ears in their respective areas.

MOTION: Dana Moyle made a motion to adjourn the meeting at 4:00 pm.

Kelly Atkin seconded.

Vote was taken: All voted "aye".

MOTION PASSED