

Ephraim Public Library Board

Agenda for Board Meeting held at Ephraim City Hall, 5 South Main, Ephraim, Utah

Tuesday, October 15th at 5:30 pm

1. Call to order, Roll Call, Review/Vote to approve previous meeting minutes
 - a. Present: Jenny Harris, Michael Thompson, Lacey Hall, Bonnie Tanner, Mat Barreiro, Marissa May, Anthony Beal, Audrey Thompson, Kim Powell.
 - b. Jenny motions to approve the minutes as presented, Mat seconds.
2. Public Input (if any): Michael shares that patrons have commented that people are pleased with the positive environment the library has. Bonnie shared that she is pleased with how items are labeled and organized within the library.
3. Jenny Harris: Acting Chairperson
 - a. Welcome of new board members: Jenny shared a brief overview of the goals of Board meetings: We follow Roberts Rules, meet for approximately an hour once a month, and represent the needs and desires of library patrons. Each board member shared a short biography and what their connection to libraries/love of libraries came from.
 - b. Election of board officers
 - i. Mat nominates Jenny Harris as Chairperson, Kim seconds. Absent all other nominations and with the agreement of the board, motion passes.
 - ii. Jenny nominates Mat Barreiro as Vice Chair, Marissa seconds. Absent all other nominations and with the agreement of the board, motion passes.
 - iii. Jenny nominates Audrey Thompson as Secretary, Mat seconds. Absent all other nominations and with the agreement of the board, motion passes.
4. Michael Thompson- Library Director Reports: Overview of reports were given but not distributed. Increases in volunteers and volunteer hours are

being reported. Operating revenues are similar to last year.

- a. Open Meeting Training: Michael administered the state-mandated training.
 - b. Library Updates
 - i. Directors Summit/State Library recap: Michael attended at the end of September. Topics covered included: employee succession, First Amendment audit policy. The Utah State legislature is creating a proposal to replace the BookMobile in the northern half of Sanpete county. There is a possibility that we would join this consortium. The legislature is considering adding “book lockers” and book transfer services.
 - ii. New city website/ emails: Ephraim City and city employee emails are changing to ephraim.gov; Michael’s email is changing to mthompson@ephrain.gov.
 - c. Background Check Policy ([per HB0284](#)): Jenny motions to table this item until the next meeting; Audrey seconds.
5. Review of Patron Policy: Jenny motions to table this item until the next meeting; Kim seconds.
6. Action Items
- a. Jenny will add “Bylaws: Board position term length” to the next meeting’s agenda.
 - b. Members will review the Background Check Policy before the next meeting.

Note: The Board may vote to discuss certain matters in Closed Session pursuant to Utah Code annotated 52-4-5. This facility is wheelchair accessible, and handicapped parking is available. Requests for accommodations and interpretive services must be made three (3) working days prior to the meeting. Please contact the library at 283-4544 for information or assistance.

From time to time, matters are discussed that do not appear on the posted agenda. Items that require/request action taken will appear in the Action Items section of each posted agenda. Submitted Action Items for the agenda must be submitted to the Library Board Secretary by the Friday prior to the meeting and should be accompanied by any and all supporting written documentation. Without such documentation, the Board reserves the right to postpone the hearing of any item such documentation has been submitted.

CERTIFICATION OF POSTING

The undersigned, duly appointed Library Board Chairperson, does hereby certify that the above notice and agenda were posted on this 9th day of September 2024.

Michael Thompson, Library Director