Ephraim Public Library Board

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

Tuesday, March 18th, 2025 (5:30-6:30pm)

1. Call to order, Roll Call, Review/Vote to approve previous meeting minutes
    a. Mat Barreiro, Kim Powell, Lacey Hall, Audrey Thompson, Bonnie Tanner, Marissa May, Anthony Beal, and Michael Thompson present. Absent: Jenny Harris.
    b. Kim Powell motions to approve minutes from the last meeting as written, Mat seconds.
2. Public Input: Bonnie followed up with a proposed suggestion box; Michael indicated it is in the works. Bonnie mentioned wanting better signage indicating the location of genres, etc.
3. Follow-up: Figures on monthly patron material requests and QR code for patron material requests (Michael)
    a. The QR Code for Patron Materials Request Form was shared with the Board. The ELB is averaging 12-13 Interlibrary Loan requests per month. The ELB is averaging 8-10 Purchase Requests per month.
4. Upcoming Considerations:
    a. Adding Chester to our service area: Chester is an unincorporated area that has suffered with the loss of the BookMobile service. The State of Utah has indicated that the area of Chester can be granted Residency Status for Ephraim as Chester lacks a governing body with which to negotiate.
        i. Mat motions to call for a vote to add Chester to our service area; Audrey seconds.
        ii. Vote is unanimous; motion passes.
    b. Memorial Fund: Michael suggested creating a Memorial Form to help with collection development. Patrons would donate funds (suggested minimum donation of $25). Michael will write up a policy for creating a Memorial Fund to present in future.

    c. Library Tax: Michael discussed the potential for a city-wide library tax in lieu of funds from Ephraim City. He estimates about $40 per property would be assessed. As this would not come up for a city vote for at least a year, Michael will investigate the potential benefits and drawbacks and future discussion will occur.
    d. Opening on certain holidays: Manti, Ephraim, and Mount Pleasant Library Directors discussed keeping one of their locations open on certain holidays, such as: Presidents Day, Veterans Day, etc. He will discuss this with the other directors and report back.
    e. Elimination of the Institute Museum and Library Services: Michael reviewed the potential for IMLS and certain grants to be eliminated. Currently, IMLS funds are frozen. Michael will send materials on the relevant executive orders and responses for informational purposes.
5. Budget Overview: Michael presented a rough draft of his proposed budget for the fiscal year beginning July 1, 2025. The potential budget is $237.17 less than the previous year. Michael estimated the next year without the CLEF grant as those funds are potentially in jeopardy.
6. Michael Thompson- Library Director Reports: Michael reported that he purchased a new door counter for the back door and new, more accurate numbers will be available soon.
7. Plan next meeting
    a. Tuesday, April 15th, 5:30-6:30 pm - Summer Programming
8. Review Action Items
    a. Michael will create a Memorial Fund Policy.
    b. Michael will investigate the potential benefits and drawbacks of a city-wide library tax.
    c. Michael will discuss staying open on certain holidays with the library directors of Manti and Mount Pleasant.
    d. Michael will send materials on the relevant executive orders and responses regarding the IMLS.
9. Audrey motions to end the meeting; Mat seconds.

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 18th day of March, 2025.

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Jenny Harris, Library Chairperson