

# SPANISH FORK

PRIDE & PROGRESS

Spanish Fork City Library Board Meeting

July 29, 2025

5:14 p.m.

Zylia Lopez, Scott Aylett, Angie Gorrell,, Julie Rust, Stacy Beck

Excused: Ben Sansom, Melanie Shockley, Becky Hill

Call to order and roll call:

Items:

1. Public Comment
2. Approve minutes from [April 2025 meeting](#)
  - o First: Angie
  - o Second: Zylia
  - o All in Favor:
  - o Opposed: None
3. [Upcoming Events](#)
  - o **End of Summer Party:** Saturday July 29 from 6 to 7:30 pm. The event will include various activities and a reptile show by Clint's Reptile Room at 6:30 p.m. The library will close at 5:00 p.m. that day to prepare. This is the second year the event has been held at the library. Staff are considering holding the event at the Recreation Center in the future, like what was done at the outdoor pool before it closed.
  - o **August Programming:** Regular library programs will be lighter in August as staff prepare for fall programming. A new bilingual Kinder Kids class will be offered during this month, taught in both English and Spanish by a staff member who teaches Spanish at a local school. The program coordinator also teaches a bilingual story time.
4. Material Reconsideration Requests
  - o The board discussed a recent request to remove the children's book, *Antiracist Baby*, from the children's section, citing concerns that it promotes racism to an age group that doesn't understand the concept. The patron also suggested a librarian implied the book was for parents, so it should be shelved in the adult collection. Scott denied the request, stating many books in the children's section are intended for parents to facilitate conversations with their children. The patron was informed of the option to appeal to the Library Board, but no appeal has been submitted.
5. Internet Use Policy Updates
  - o Scott reviewed proposed changes to the library's internet use policy, required to comply with new federal regulations from IMLS. The new language would add explicit rules for managing minors' use of online communication

platforms, ensuring safety and protecting personal information. Compliance with these requirements qualifies the Library for federal and state grant funds.

- The proposed updates state that the library will block access to "chat rooms, instant messaging, and other forms of direct electronic communication that are not educationally appropriate" to protect minors.
- The policy also now explicitly forbids hacking and unauthorized sharing of personal information about minors. These changes align with existing city-wide policies.
- It was noted that IMLS (Institute of Museum and Library Services), the federal agency that provides these requirements, is set to have its funding cut by the end of next year. This will affect both the library's direct grants and the state library's pass-through funding, which supports resources like Libby (an e-book platform).
- Vote:
  - First: Julie
  - Second: Zylia
  - All in Favor:
  - Opposed: None

#### 6. [Strategic Plan](#)

- The board has updated its strategic plan for the next three years, based on feedback from a survey that received over 1,000 responses.
- **Facilities:** The library aims to improve its facility by bringing custodial services in-house, exploring options to reduce noise, and implementing some physical improvements, such as adding cushions to the children's section's benches to reduce trip hazards. The staff work areas will be optimized by relocating the Teen and Adult Services team to the finance workspace.
- **Collections:** The library will continue to make its collection more user-friendly by adding more "bin" categories to the children's section. Analysis shows that books in these categories circulate twice as much as those shelved alphabetically by author. The library will also perform an annual inventory for the first time.
- **Services & Programs:** The library will implement a new email marketing tool to promote its services and programs. The tool can target emails to users based on their circulation history, a strategy that has been successful in other Utah libraries. They also want to continue outreach to the Spanish-speaking community, including exploring ideas like hosting activities at the library, promoting library cards, and acquiring more books in Spanish.
- **Technology:** The library will evaluate its current provider for public printer and PC management and determine if there are other solutions available that are easier for patrons to use. Other technologies that will be evaluated include 3D printing, laptops for adult and teen programs, and a language-learning platform.
- **Policies & Procedures:** The library will work toward revising policies to increase access to library services. Policies that may be changed include granting additional fine amnesty periods, providing refunds for lost books beyond the 3-month return period, mailing cards to new registrations, and online residency and ID verification.
- Vote:
  - First: Angie
  - Second: Julie

- All in Favor:
- Opposed: None

7. Training: Library Annual Budget

- The Board reviewed the FY26 budget that was recently approved by the City Council. Highlights from the budget include:
  - 55% of all expenses are for library staff; 31% for the lease payment; 14% for operations
  - Library revenues account for 3% of the total budget. The remainder is covered through sales and property taxes.
  - Non-resident accounts (\$30,000) make up the largest portion of revenues (about 37%)
  - New items for the FY26 budget:
    - PT Program Coordinator (Adult/Teen)
    - PT Assistant Librarian (Technical Services)
    - Email marketing tool
    - Increased program funding
    - Fee changes:
      - No fee for interlibrary loans if the loan is picked up. \$4 if the patron doesn't pick up the loan they requested
      - Non-resident fees increasing to \$10 per month, with options for 12, 6, and 3 months (3 months wasn't previously an option)

8. Other Items:

- Reorganization of Teen & Adult Services
  - The Teen & Adult divisions were recently merged into one division, with a division manager (full-time) who oversees all functions of the division, and a full-time Program & Outreach Librarian who manages all programs and outreach for the division. Previously these divisions were separate, with one full-time Librarian in each who oversaw services and programs. Combining them and separating responsibilities follows the format established a few years ago in the Children's department. After making the change in Children's, we saw an increase in program offerings and quality.

9. Adjourn

ADJOURN: 6:15