



# PUBLIC LIBRARY

## AGENDA AND NOTICE

Brigham City Library Board Meeting

Tuesday, October 21st, 6:00pm

Library Meeting Room #1, 26 E Forest Street, Brigham City, UT

### Trainings:

Open Public Meetings Act Presented by Nicole Cottle, Brigham City Attorney

Trustee Responsibilities Presented by Rachel Lenahan, Utah State Library Training Coordinator

### Consent Items:

Approval of September 16, 2025, Library Board Meeting Minutes

### Unfinished Business:

Report: Presentation to the Brigham City Council 2025

### New Business:

Review of September 2025 Voucher Statement

Staffing Update

Library Programming Update

Marketing and Publicity Spotlight

Upcoming Training: Book Challenges

Other Items

### Distribution Items:

Marketing and Publicity Packet

Revenues and Expenditures: August 31, 2025 & September 30, 2025

Library Statistical Report: September 2024 – September 2025

Collections and Overdue Items Statistics: October 2025

Staff Meeting Minutes: July 23, 2025, August 27, 2025, & September 17, 2025

### Announcements:

Please Complete "Social Media Training for Elected and Appointed Officials"

Next Board Meeting: Tuesday, November 18<sup>th</sup>, 2025, 7:00pm

### Adjournment:

#### NOTICE OF SPECIAL ACCOMMODATIONS (ADA)

*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the City Recorder (435-734-6621) at least 48 hours in advance of the meeting.*

#### NOTICE OF ELECTRONIC PARTICIPATION

*Members of the Library Board may participate electronically during this meeting according to Brigham City Library Board By-Laws, Article IV, Section 3.*

#### CERTIFICATE OF POSTING

*The above agenda was posted in three public places within the Brigham City limits. A copy was also provided to the Box Elder News Journal on October 8, 2025 and posted on the Brigham City Library website and the State Public Meeting Notice website.*