



**TREMONTON CITY LIBRARY BOARD MEETING**  
**August 13, 2025**  
**Meeting held at Tremonton City Library**  
**210 N. Tremont Street**  
**Tremonton, Utah**

**Tremonton Library Board Members Present:**

Kim Griffiths, Library Director  
Becca Ashby, Chairperson  
Mike Garrett, Vice Chairperson  
Annette Macfarlane, Secretary  
Julie Beagley, Board Member  
Brad Janssen, Board Member  
Hayley Kearl, Board Member  
Megan Moyer, Board Member

**Members Excused:**

Rick Jeppesen, Board Member  
Rebecca Jeppesen, Librarian-Secretary

**Members Absent:**

Beau Lewis, City Council Representative

Chairperson Becca Ashby called the Tremonton Library Board Meeting to order at 7:04 p.m. The meeting was held at the Tremonton City Library at 210 N. Tremont Street, Tremonton, Utah. Those in attendance were Tremonton Library Director Kim Griffiths, Lead Librarian Stephanie Parker, Tremonton Board Chairperson Becca Ashby, Board Vice Chairperson Mike Garrett, Secretary Annette Macfarlane, Tremonton Board Members Julie Beagley, Brad Janssen, Hayley Kearl, Megan Moyer, and Librarian Sandra Dille.

**1. Welcome**

Tremonton Chairperson Ashby opened the meeting.

**2. Approval of Agenda**

Nobody had any corrections, so the agenda was unanimously approved.

**3. Approval of Minutes from April 23, 2025**

Nobody had any corrections, so the minutes were unanimously approved.

4. New Business

a. Discuss Summer Reading Party

The Tremonton Library Summer Reading Party was a great event. Six hundred people attended.

b. Discuss Library Board Positions

Tremonton Board Chairperson Becca Ashby, Board Vice Chairperson Mike Garrett, and Secretary Annette Macfarlane have agreed to serve in their positions for another year. Board Member Julie Beagley needs to end her participation. Director Griffiths expressed her appreciation for Beagley's service.

c. Discuss Split from Garland Library

Garland Library and Tremonton Library patrons and catalog records have been separated. Both libraries now function as a Flex Consortium, and all patrons will still be able to continue checking items out from both libraries.

d. Discuss and Approve Tremonton Circulation Policy

**Motion by Tremonton Board Member Beagley to approve the Tremonton Circulation Policy.** Secretary Macfarlane seconded the motion. Vote: Tremonton Board Chairperson Ashby - aye, Vice Chairperson Garrett – aye, Secretary Macfarlane – aye, Board Member Beagley - aye, Board Member Janssen – aye, Board Member Kearl – aye, Board Member Moyer – aye. The motion carried.

e. Discuss Open Meeting Training

The annual Open Meeting Training will be held at the October Library Board Meeting.

f. Discuss 2026 Library Board Meeting Schedule

Proposed Library Board Meeting dates for 2026 are January 21, April 8, August 12, and October 21.

g. Discuss Storage Shed

Director Griffiths believes that the city council approved a storage shed for the library, but there is no timeline. The board will discuss this with City Council Representative Lewis at their next meeting.

5. Unfinished Business

a. Approve Telehealth Kit Policy

**Motion by Tremonton Secretary Macfarlane to approve the Telehealth Kit Policy.** Board member Beagley seconded the motion. Vote: Tremonton Board Chairperson Ashby - aye, Vice Chairperson Garrett – aye, Secretary Macfarlane – aye, Board Member Beagley - aye, Board Member Janssen – aye, Board Member Kearl – aye, Board Member Moyer – aye. The motion carried.

6. Board Reports

a. Library Director's Report

In May, 50 children received drinking packets for Water Week; 100 children completed Book Week activities; 28 children read with Chewey (service dog); 70 children completed STEAM take and makes; 8 children attended a USU Fun Food Storytime; 236 children found Seek and Find images around the library; 160 children and parents attended Storytime in the Park; 7 adults participated in the book club; 20 adults completed Take and Make crafts; 25 adults participated in a Splat and Chat painting class; and 585 individuals attended the Summer Reading Kick-off Party.

In June, 123 children read with Chewey; 73 children attended USU Fun Food Storytimes; 22 children participated in a Color Our World Fingerpainting activity; 113 children found Seek and Find Mario characters around the library; 255 children completed Stay on Track Education Packets, 35 children made STEAM gravity spinners; 14 children painted kindness rocks; 64 children and adults participated the a Mario Pinewood Derby Race; 118 children found Seek and Find Summer Fun images around the library; 149 children and parents attended Storytime in the Park; 9 adults participated in the book club; 20 adults completed Take and Make crafts; and 17 teens attended a USU Stem day event.

In July, 283 children found Seek and Find images around the library; 129 children read with Chewey, 70 children completed Stay on Track Education packets; 35 children made STEAM towers; 50 children created Chalk Art drawings; 17 children participated in a USU STEAM rockets and catapults activity; 130 individuals attended a Rocky Mountain Puppet Show; 171 children found Harry Potter images hidden around the library; 28 children attended a Science Heroes activity; 126 children completed Harry Potter activities; 105 children and parents attended Storytime in the Park; 22 teens participated in a Murder Mystery activity; 20 adults made Take and Make flag pins, 11 adults attended Creative Bug Craft classes; 6 adults participated in book club; and 10 adults earned USU Extension Remote Work certificates.

The library had 187 children, 45 teens, and 69 adults completed Summer Reading Challenges.

b. Business Items for the Next Board Meeting

Approve 2026 Library Board Meeting Schedule  
Open Meeting Training  
Discuss Shed

7. Calendar Items

- a. Next Library Board Meeting will be held on October 15, 2025
- b. 13+ and Adult Creative Bug Crafts on August 12 & 26 @ 6-7 p.m. (*Senior Ctr*)
- c. Adult Computer Help Classes on Wednesdays @ 2-4 p.m. (*Senior Center*)
- d. Children's Storytime and Craft on Fridays @ 10 a.m.
- e. Children's STEM Take'n Make Kits available on 2<sup>nd</sup> and 4th Saturdays
- f. Adult Book Club with monthly book provided by library (*Facebook*)
- g. Adult Book Club Discussion on first Tuesday of month @ 7:30 p.m. (*ZOOM*)
- h. Observe the Moon Night on October 3

8. Public comments: This is an opportunity to address the Library Board regarding your concerns or ideas. Please limit your comments to three minutes.

There were no public comments.

9. Adjournment

Nobody had any other things to discuss, so the meeting was unanimously adjourned.

The meeting adjourned at 7:58 p.m.

The undersigned duly acting and appointed Library Director and Library Board Chairperson for the Tremonton Library Board hereby certify that the foregoing is a true and correct copy of the minutes for the Library Board Meeting held on the above referenced date. Minutes were prepared by Rebecca Jeppesen.

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Kim Griffiths, Library Director

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Becca Ashby, Chairperson

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Rebecca Jeppesen, Librarian-Secretary