

Ephraim Public Library Board

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

Tuesday, September 16, 2025 (5:30-6:30pm)

1. Call to order, Roll Call, Review/Vote to approve previous meeting minutes
Kim Powell Opens the meeting. Present: Kim Powell, Mat Barreiro, Lacey Hall, Michael Thompson, Marissa May, Bonnie Tanner. Audrey is excused.

Mat B.: Edit to minutes: change “**here** writing to resignation” to “**her** writing”. Michael will do that.

2. Public Input

Some patrons complain about the new library doors, sad that the old antique doors were removed.

3. Follow Up: Vacant Library Board position

Jenny Harris left, leaving a vacant spot. We have 2 applicants interested: Rachel Butterfield & Destry Stevens. They have not yet picked up applications from city hall. Michael has posted the vacancy, we'll wait a few weeks to gather names before they are presented to the board.

4. General Items

- a. Library fee schedule adjustments

No late fees for Ephraim library, but Manti & Mount Pleasant still have late fees.

Add to fee schedule of the city that Chester is included as part of our service area.

Manti is charging for consortium, Ephraim & Mount Pleasant are not. Only Manti residents get a free library card there. Michael thinks we should charge everyone outside of our service area (otherwise people rack up fees and go to another local library to avoid paying fees).

Ephraim non-resident fee is currently only \$10 per year. We are one of the cheapest non-resident fees in the country. Michael wants to increase it to \$120 for 3 years (so \$40 per year) for non-residents adults, outside of Ephraim & Chester. Juveniles (under 18) would be \$60 for 3 years. Cards have to be purchased for 3 year terms. Michael wants to get rid of the student card fee and temporary resident fee, and make it all a non-resident fee. Spanish Fork charges \$120 for 1 year for non-residents. Board should decide how/when to implement it. Manti & Mount Pleasant cards will still work in Ephraim so they don't need to get a non-resident card. The replacement card is \$1, already the current fee.

Roughly we currently have 200-300 non resident cards. 50-70 are Manti/Mt Pleasant residents who have duplicate cards. Michael is trying to clean that up.

Late fees will remain the same, books on CD will drop from \$1 to 50 cents per day. Also adding a late fee for the "library of things" \$1 per day (like pickleball kits). Still cap fees at 5 days worth of fines.

Kim asked whether we can start lending YOTO & TONY devices/players for audible books or music. Also, Michael is thinking about having video games to lend out- Focus on XBox & Nintendo Switch, and asked for our feedback. Mat mentioned anything that gets kids into the library is good.

Items not returned within 7 days will be marked "lost" (instead of 30 days). You can pay the cost of the item, return or replace the item

Adding a “maker space commercial fee”. It will be free to use unless you want to use it to sell products. Then every session would be \$20. This space will be available probably mid-October 2025. Trying to acquire items that Snow College maker space doesn’t have. Ephraim library will focus more on arts (heat press, button maker, book binding. He wants to get a screen printing kit for T shirts. Would love to get podcast, photo, videography equipment, chomp saw).

Kim Powell made a motion to approve the changes to the fee schedule, Mat Bereiro approved. After we officially voted: everyone said “aye”

b. Consortium adjustments

Consortium = central UT library consortium (Manti, Ephraim, Mount pleasant, established in the mid nineties)

Michael wants to make us aware & receive board input on currently there are varying check out and renewal limits, differences in fees, how to pay fees, different catalog systems at our different local libraries, but Michael wants to upgrade to get a new catalog system “KOHA” for the whole consortium. Manti wants to get rid of VERSO, but for her it’s a financial issue. \$30,000 quote from KOHA for all 3 libraries to switch. The State is switching to KOHA, and eventually wants all libraries in the state on the same system. About \$2000 a year for us. VERSO contract is up in the spring 2026, Michael would be willing to leave the consortium to switch to KOHA. In the future Michael would like members of the consortium to have the same fees/policies at all libraries. Ephraim late fees are capped at \$5, Manti & Mt Pleasant is \$10.

Board can help by collecting public input about standardizing all libraries in our consortium. Michael wants to write up an updated consortium agreement to receive input from the other boards.

5. Budget / Expenditure Review

Michael reports: Library Budget for the year is \$ 246,892. A “Year” starts July 1st. As of the end of August, we have spent about 19%, which is on schedule. Of the \$25,000 periodical budget we have spent \$1,500. So about \$2,000 per month.

Michael is considering a grant to add a home delivery service to deliver library items to home bound people or residents with disabilities.

6. Michael Thompson- Library Director Reports

a. America 250 Initiative

Michael wants us to know about the Celebrating Decl. of independence 250th anniversary. Event happening in March. As a city we are part of this initiative. Walk 250 - encourage every UT resident to walk 250 miles before July 4th, 2026. The library will receive water bottle stickers. Michael wants input from the board on how we can promote this event. Already planning a “reflections” contest on the declaration of Independence, including a community night at community center. “Pen is Mightier” exhibit needs a Sanpete County location. Also doing a community picnic “polyAnna” in June. People bring picnic dinners, city will provide pies. July 5th 2026 the state is having “great American potluck”, encouraging people to host their own potlucks. Do with neighbors.

7. Plan next meeting

- a. Tuesday, October 21, 2025, 5:30-6:30pm
- b. Schedule Open Meetings Training for October or November

Michael suggests November so we can have our new board members

8. Review Action Items

Board members collect public input about standardizing all library policies in our consortium. We’ll look into meeting together with all 3 boards to discuss possible changes and improvements to the consortium to streamline and standardize our policies.

Michael will present library board applicant names to the board at our next meeting.

Michael will post the minutes from our board meetings on the city website after every meeting. Michael will change the spelling error on last month's minutes.

If board members come across any grants we qualify for let Michael know.

Board members think of anything to add for the "America 250" event.

Mat motioned to close the meeting, Kim Powell 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 15th day of September, 2025.

Kim Powell, Library Chairperson