

## **Ephraim Public Library Board**

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

**Tuesday, October 21, 2025 (5:30-6:30pm)**

1. Call to order, Roll Call, Review/Vote to approve previous meeting minutes
  - a. Present: Kim Powell, Rachel Butterfield, Marissa May, Anthony Beal, Audrey Thompson, Mat Barreiro, Bonnie Tanner, Michael Thompson.  
Excused: Lacey Hall.
  - b. Mat motions to approve the minutes as written, Kim seconds.
2. Public Input: None.
3. Follow Up: Welcome New Board Member - Rachel Butterfield
4. General Items
  - a. Programming (winter plan): We got a grant for a PBS reading program in November with the reading party in January 2026. Ladies night will continue in October and November and December will be combined to make ornaments. There will be a Jane Austen birthday party in December. The Library is taking over the Lego derby Ephraim City has done (November).
  - b. Review of Circulation Policy: Michel is going to talk with Dawn of the Beehive Consortium to increase the check-out period from 2 weeks to 3 weeks for Books and Books on CD. Michael will adjust the Adult Books and Books on CD Item Limit to reflect 30 items total between the all categories. Approval for the Circulation Policy will be postponed until Michael makes these changes.
5. Michael Thompson- Library Director Reports: EPL received the Quality Library Award. Library Stats survey will be due in November. Michael will implement a new library management software to go live in April (KOHA). The state library will cover the migration costs from the current program, Verso, to KOHA (estimated savings of \$30,000). Fairview is set to join the Beehive Consortium in the near future.
6. Plan next meeting: The next meeting is being moved to Tuesday, November 11,

5:30-6:30pm.

- a. Open Meetings Training
- 7. Kim motions to end the meeting, Marissa seconds.
- 8. Review Action Items
  - a. Michael will upload the Teen Library Council outline document to the shared drive.
  - b. Michael will adjust the Adult Books and Books on CD Item Limit to reflect 30 items total between the all categories.

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 21st day of October, 2025

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Kim Powell, Library Chairperson