

Garland Library Board Minutes
Wednesday October 29, 2025, 5:00 PM
Garland City Offices, 72 North Main St, Garland Utah

Agenda

Welcome:

Marci opened meeting at 5:01 pm

In attendance: Linda K, Kami Kaufman, Devin Jefferies, Krista Jefferies, Lauren Beutler, Cindi Johnson, Marci Cox, and Linda Bourne

Library Business:

Kami made a motion to approve the agenda. This was seconded by Devin. It was approved unanimously by all in attendance.

Cindi made a motion to approve the minutes from the Library Board meeting that was held on June 25, 2025. This was seconded by Krista. It was approved unanimously by all present.

Linda K expressed her gratitude for all the board members who went above and beyond expectations to help out with football games this year.

The City is sponsoring a Trunk or Treat on Halloween (October 31) at the Sally Bo Field from 5:30-6:30. Linda asked for help in judging the best trunk. The Library will have a decorated trunk. Devin & Krista agreed to be the judges. Judging will begin about 6:15.

The Garland City Frosty Festival will be held December 5 from 5:30-7:30 in the Armory building. The City will provide donuts, the library will provide hot chocolate. The BRHS Jazz Band will perform. Linda K suggested that they perform by the wrestling mats to reduce the noise and keep kids off of the mats. They will only play for 1 hour.

Mr. and Mrs. Santa Claus will be there as well. There will be hayrides and a coloring contest. Kids can bring their completed picture to the library to receive a token.

Lakeshore has donated sticker books to the library. These will be given away at the festival. Tickets will be given at the door to be exchanged for 1 donut and 1 hot chocolate. Krista offered to make a spoon long enough to stir the hot chocolate and provide a blow up of Buddy the Elf for decoration. Linda K shared information about a NEW GARLAND CITY APP, and stated that info for the Frosty Festival can be found on the App, website, or newsletter.

Tremonton library has decided to not collect fines. After 30 days beyond return date, the patron's account is disabled until full payment of book is paid. Account can then be reactivated. Garland Library charges fines for late returns. The book will renew automatically for up to 6 weeks if it is not listed on a patron wait list. The library fines and fees collected are used to replace lost or damaged books – not to order new titles. These fines generate up to \$500 per year to replace lost or damaged books.

The Garland library fee is \$0.25 per day up to a maximum of \$5.00. After reaching \$5.00, the patron must pay for the book. When a book is overdue, the library will:

- 1.send/email a 1st letter stating the book is over due and needs to be returned.
- 2.send/email a 2nd letter stating the book is over due and needs to be returned.
- 3.send/email a 3rd letter stating the book is over due and needs to be returned.
- 4.send/email the 4th & final letter stating the book is over due and needs to be returned or the patron's account will be sent to collections.

Linda K told of patron who had book that was not returned after 4 letters. Patron called and stated they had moved from Garland, but would return book via mail. They returned book, but it was severely damaged. Linda Bourne suggested adding verbiage to include "if damaged, but returned, patron is still responsible for replacement fee."

Marci suggested that we watch & monitor the current fine/fee system through December 2025, and revise as needed beginning in January.

Problems have surfaced with the Flex Share program. Tremonton borrowers whose account has been deactivated due to unreturned books, can come into Garland and check out books to avoid the shutdown. Tremonton allows patrons to check out the maximum amount of books (20 per person – with a family max of 40), without checking to see how many they have already checked out at Garland, so they can have double the allotted books.

Tremonton Library has a larger population, which in turn creates a larger budget. They are able to have programs that Garland is not – such as "Hoopla" & "BlackStone", that would cost \$2500 to use at Garland library. Garland is paying \$3,000 year for Libby program, with the State covering some of the cost. If Garland patrons want to use the Tremonton programs, they must exchange their Garland card to get a new one from Tremonton. They are not allowed to have both. Garland has a program "Library Chef" which Tremonton does not. If Tremonton patrons want to use it, instead of issuing a Garland only card, patrons are given a limited use Garland card which enables them to use Library Chef, but not check out books.

Garland may consider separating from the Flex Share program with Tremonton. There will be no charge for any patron in Box Elder County to use the Garland Library.

Brigham City currently charges \$60 year for out of City patrons. Patrons will not be able to check out at both Tremonton & Garland libraries unless they have a separate card for each library.

The library fundraiser dinner at Wheat and Beet days this year brought in an estimated \$869.

Board Business:

Football proceeds benefit Garland Parks & Recreation. Baseball benefits the library. Yearly Board Training will be in January 2026. Date TBA later.

Garland City Business:

Linda B invited Board Members to attend the City Christmas Party to be held on December 10 at 6:00 pm. November 7 is the deadline to RSVP for the dinner.

Kami will update the Library board email list and submit to the city.

Public Comments:

There were no members of the public in attendance

Request for Future Agenda Items:

- Library Fees, Fines, and Flexshare – decide whether to continue as is or separate
- Library job descriptions being created. Will be hiring a part time librarian to replace Randi while on maternity leave from January – March. Ben may be moving in May or June. Kami expressed interest in this position. She would need to resign from the board to apply.

Adjourn:

Kami made a motion to adjourn meeting. It was seconded by Lauren. It was approved unanimously by all in attendance.

Marci adjourned meeting at 5:54 PM

The next board meeting will tentatively be on Wednesday, January 28, 2026, 6 PM at the City Office.