



**Wasatch County Library
Library Board Meeting Minutes
Friday, May 15, 2026**

[Audio Recording of Meeting](#). Duration: 01:23:31

Passcode: **9 n d + Q m 4 h**

This was a hybrid meeting: Electronic meeting held via Zoom, with in-person anchor location in the Board Room, Wasatch County Library, 465 E 1200 S, Heber City, UT 84032.

In attendance in person: Mitzi Nelson, Secretary; Juan Lee, Library Director; Amber Koecher, Vice Chair/Chair Elect; Cristina Spicer, Board Member at Large.

In attendance virtually: Amber Koecher, Vice Chair/Chair Elect; Cristina Spicer, Board Member at Large; Heber Lefgren, Assistant County Manager.

Excused: Angela Edwards, Assistant Library Director.

1. Call to Order & Welcome: 2:38 PM – Amber Koecher, Vice Chair/Chair Elect, conducting the meeting.

2. Public Comment: None.

3. Approval of Minutes

A. **MOTION** to approve the minutes of the regular Board meeting held on April 17, 2025, made by Cristina and seconded by Mitzi. PASSED.

4. Consent Agenda Items

- A. Library Director presented report on expenditures for the end of April 2026.
- B. Library Administrators' Report. Juan presented highlights of library activities of the Library Director and Assistant Library Director Angela Edwards, staff engagements, and examples of administrative tasks performed.
 - SIGNIFICANT LIBRARY ACCOMPLISHMENTS
 - Assistant Library Director Angela Edwards oversaw the completion of two significant library projects:
 - Library Services and Technology Act (LSTA) Technology Enhancement Grant of \$4,500 to improve and modernize technology in the Library's Board Room. Angela coordinated the project with staff from the Wasatch County Public Works Department.
 - *Special thanks to Don Wood, County IT Director, for purchasing the new equipment and to Dave VanWagoner, JR Coleman, Alex Farrell, Tyler Giles, Kevin Arnold, Sean Jensen, and Doyle Hicken from the Wasatch County Public Works Department for relocating the whiteboard, running the needed electrical wiring, and putting it all together.*
 - Migration of the integrated library systems Koha and Aspen Discovery to the hosting and support company Grove for Libraries. Angela coordinated the work assignments of library staff, County IT, and Grove's staff to complete the project.
 - *Special thanks to Eric Ristine, County IT Manager of Operation who mediated communications with the legacy service provider and established the network connections for the new service.*
 - Adult Services Librarian Kate Mapp submitted a grant proposal to the Wasatch County Trails, Arts, and Parks Board and was awarded \$6,500 to install a permanent story walk on library premises.

5. Business

- A. Reviewed process to fill Library Board Vacancy. A couple of changes to the proposed process includes:
 - a. The vacancy will be posted for 4 weeks.
 - b. A representative from the County Manager's Office will participate in the application review.
- B. Discussion about rescheduling or canceling the regular Library Board meeting of June 19, 2026, because all County Offices, including the library, will be closed in observance of the Juneteenth Holiday.
 - a. Decision to hold the Library Board meeting on June 26th.
- C. Discussion about instances of student misbehavior in the Library.
 - a. LIBRARY ADMIN TO DO: Make sure County Code of Conduct is still visible around the library.
 - b. LIBRARY ADMIN TO DO: Remind staff to review the patron's code of conduct.

6. Call for Agenda Items for Next Meeting

- A. Review Board Applications.
- B. Follow up about patron behavior if needed.
- C. Update on the RFP process.
- D. Long term: The Library Board should conduct a review of the Strategic Roadmap in September 2026.

MOTION to adjourn the meeting at 4:03 PM made by Cristina. Seconded by Mitzi. Passed.

Next meeting: June 26, 2026, at 2:30 PM.