

DRAFT MINUTES - Grantsville City Library Board Meeting, May 7, 2026

Call to order at 4:15

Members attended : Arlene, Stacey, Camille and Tana. Members Not Attending: Candy, Shari, and Tara.

Additional Attendees: John Ingersoll, Library Director; Rhett Butler, City Council Liaison

Utah State Library attendees: Merrill Cannon, Program Manager; Brian Tober, Library Consultant; Marisa Bell, Youth Services Coordinator

February 5th minutes approval postponed.

There were no public comments.

Board Orientation presentation by Merrill Cannon. Minimum expectations include:

- **Mandatory Annual Training:** Board members must complete formal training or orientation within the last 12 months to ensure a clear understanding of their roles. This can be achieved through sessions led by the library director, Utah State Library consultants, or by attending relevant workshops.
- **Governance and Legal Compliance:** Trustees are responsible for ensuring the library board operates in strict compliance with Utah laws, particularly the Open Meetings Law (UCA §52-4-201), which requires that:
 - meetings be open to the public
 - agendas are posted in advance
 - written minutes are kept
 - meetings are recorded
- **Strategic Planning Oversight:** The board must actively participate in creating and annually reviewing a current written strategic plan. This plan must be informed by community assessments and include the library's vision, mission, desired outcomes, and measurable indicators of success.
- **Internet Access Policy Stewardship:** Trustees are legally required to review and update the library's Internet and Online Access Policy at least every three years (or by other deadlines set by the State Library). Failure to maintain a compliant policy can result in library decertification which would make us ineligible for state and federal funding.
- **Fiduciary and Advocacy Duties:** Trustees must ensure the library meets "Maintenance of Effort" requirements (preventing local funding decreases of more than 10%) and that at least 65% of operating revenues come from local tax revenues. They are also expected to advocate for the library to ensure community support and connection.

John reported that: The Pen is Mightier, Writing a Revolution travelling exhibit will be installed and on display from August 10 through October 6th. George Washington, a living history event, is scheduled for May 27th at 2:30

John also mentioned that Budget negotiations are ongoing with the City, and that the Open and Public Meetings (OPMA) Training needs to be completed by the Trustees if not already done so.

Meeting adjourned at 5:14 with Stacey motioning and Camille seconding. The next meeting will be Aug 6th at 4:15