

**Minutes from a Regular Meeting of the
Highland City Public Library Board
Thursday, August 27, 2026 at 7:00 p.m.**

IN ATTENDANCE

Board Members

Amy Brinton, Chair
Kevin Tams, Vice-Chair
Ron Campbell
Lynn Lonsdale
Rachel Farnsworth
Wesley Warren
Rhett Weller

Other

Karen Liu, Library Director and
Board Executive Officer
Wayne Tanaka, President, Friends
of the Library (arrived 7:42 p.m.)

A quorum of the Board being present, Chair Amy Brinton welcomed those in attendance and began the Library Board meeting at 7:12 p.m. The meeting agenda was posted on the Utah State Public Meeting Website at least 24 hours prior to the meeting.

AGENDA

1. Public Comment

None. No members of the public were present.

2. Welcome New Board Member

Chair Brinton welcomed Rhett Weller, appointed to the Board by the City Council on August 18, 2026. Board members and staff introduced themselves.

3. Consent

a. Approval of meeting minutes

Kevin Tams moved to approve the June 25, 2026 meeting minutes. Lynn Lonsdale seconded the motion. The vote was recorded as follows:

Yes	Amy Brinton
Yes	Kevin Tams
Yes	Ron Campbell
Yes	Lynn Lonsdale
Yes	Rachel Farnsworth
Yes	Wesley Warren
Yes	Rhett Weller

The motion passed.

4. Reports

a. Director's Report

Karen reported that the City Council voted 4-1 on August 11 to increase the Library's property tax allocation, its first increase since 2008, and thanked the Board, Friends of the Library, and staff for their work toward that outcome.

Staffing updates: Amy Carr and Rebekah Christensen were hired as library assistants, Sonia Degriselles was promoted to Program Coordinator, Kim Bergeson's position moved to full-time Manager, and several seasonal staff moved to regular part-time roles. The Library is interviewing for two page positions.

The Library received the state's Quality Library Award again this year. Karen noted many Library policies are past due for review and will bring one or two per meeting going forward, starting with those discussed below.

Karen previewed new September programs (STEAM, Pokémon and LEGO clubs, a therapy-dog program, a Dungeons & Dragons workshop, and Mah Jongg classes) and a fall event planned for November 14.

5. Action/Policy Items

None.

6. Discussion Items

a. Budget Review and Property Tax Increase Timeline

Karen presented an updated budget reflecting the new tax rate, noting property tax revenue is not received until later in the fiscal year, giving the Library a temporary surplus this summer. The Board discussed using it to address the Library's aging collection and facility repairs, including the front service desk; Kevin Tams asked Karen to prepare a written roadmap with monthly targets. The Board also noted the Library's collection is not currently insured; Karen will confirm coverage with the City.

b. Collection Development Policy Review

Karen proposed clarifying that the collection includes digital materials and limiting patrons to one active reconsideration request at a time. The Board agreed with both changes; Karen will bring final language back as an action item next month.

c. Circulation Policy Review

The Board discussed aligning Highland's lost-item billing timeline with its TLC partner libraries. Karen will confirm a timeframe and bring a formal update next month.

d. Strategic Plan 2029-2034

Karen proposed spending the next year surveying the community before forming a committee to draft the Library's next strategic plan, targeting completion by 2029. She will bring a draft survey next month.

e. Annual Recertification Process

Karen reported the Library's state recertification process opens this fall and includes a facilities walkthrough and technology checklist. Lynn Lonsdale volunteered to join Karen for the walkthrough.

7. Future Agenda Items

- Internet and Book Sale Policy review
- Action item: Collection Development and Circulation Policy revisions
- Strategic Plan community survey
- Library recertification update

8. Adjournment

Kevin Tams moved to adjourn the Library Board meeting. Ron Campbell seconded the motion. The vote was recorded as follows:

Yes	Amy Brinton
Yes	Kevin Tams
Yes	Ron Campbell
Yes	Lynn Lonsdale
Yes	Rachel Farnsworth
Yes	Wesley Warren
Yes	Rhett Weller

The motion passed. The meeting adjourned at 8:41 p.m.

I, Rachel Farnsworth, Highland City Library Board Member, hereby certify that the foregoing minutes represent a true, accurate, and complete record of the meeting held on August 27, 2026. This document constitutes the official minutes for the Highland City Library Board Meeting.