CITY OF FAIRVIEW
Library Advisory Board Meeting
85 South State Fairview, Utah
August 11, 2026

6:30 PM REGULAR SESSION - COUNCIL CHAMBERS

CONDUCTING	Jette Utley - Board Chairperson
APPOINTED OFFICIALS PRESENT	Jette Utley, Celeste Curtis, Katelyn Peterson, Jessica Divecha, Rita Hendrickson, Khaliel Kelly
STAFF	Mike Mackay, City Council; Jane DeGroff, Library

Call to Order: Jette Utley
Invocation: Rita Hendrickson

Deborah Olsen Excused

REVIEW OF MINUTES

Minutes for the meeting on May 12th were recommended for approval by Ms. Divecha and seconded by Ms. Hendrickson.

Minutes for the meeting on July 14th were recommended for approval by Ms. Kelly and seconded by Ms. Divecha.

BUSINESS

Library Director Report

Ms. DeGroff reported on the library business. The Library is now officially certified. The Summer reading program was a great success.

Wales Library update - Won't be able to open until the end of this month. They are ready to join the book locker route and add their books to the circulation. They could use some book donations. Other local libraries are also joining the weekly circulation.

Ms. DeGroff is applying for a grant to be able to purchase some books for teens and young adults. She wants to replace some of the old books. Science books are one subject she is looking into.

We don't need to recertify in September since we just certified. But that is the yearly date for recertification.

Other grants are being looked into and applied for.

The library will be receiving a plaque designating it as State Certified.

The Book Locker in Indianola is not being used very much. We need to spread the word so folks are aware of it.

Librarian subs needed - moved to another agenda point.

Committee Reports

More members for the Friends of the Library are needed. The information about the non-profit was submitted to the newspaper, but could also be posted on Facebook. Ms. Divecha volunteered to post about it on the local pages. Ms. Utley suggested to use events at the library to advertise about the donation opportunity through this method. Finding the best way for our library to fundraise each year would help. The Farmer's market has a booth available for Non-profit groups which could be utilized. Making the certification plaque event a bigger thing where we invite people, inform about the Friends of the Library, etc. Ms. Utley is going to create a poster to tell people what the Friends of the Library is and how to join. Ms. Kelly suggested learning about how successful libraries are utilizing and fundraising with their friends of the library.

Approve Bylaws Amendment for using the library only during business hours

Ms. DeGroff wrote up a Programs and Use policy for the library. It doesn't fall under the bylaws. It was discussed. Suggestions were given for adding a disclaimer about cleaning up and caring for the library, appropriate content, and adhering to the firecode limit of room capacity. Ms. DeGroff will research and amend the Library Use Policy to reflect the appropriate changes. To be reviewed and approved at the next meeting.

Discuss substitute librarian or assistant

Ms. DeGroff has some trainings and personal trips that will require someone to be at the library while she is gone. Mr. Mackay suggested some folks who work at the Mt Pleasant library to become substitute/fill-in librarians that could be paid through the city budget. The board can still help as volunteers. Mr. Mackay will talk with the individuals mentioned.

Board term lengths and renewals

The terms limits were reviewed. Ms. Hendrickson and Ms. Peterson both decided to extend another 2 years.

Open discussion on needs and concerns for the library

Due to the library certification, the library can now get an independent internet line at no cost to the library. UEN will be paying for the fiber optic line. Ms. DeGroff will send the CentraCom Rep. Mr. Mackay's info as our tech and contact for setting that up. CentraCom is donating our firewall.

The raise for Ms. DeGroff was raised to 10%.

For the friends of the library, Ms. Kelly offered her event barn for any events hosted by the library. We could have Snow College Music students perform. Making it a more special event might make it more exciting and special for folks to be a part of. A Thank-You lunch for our friends was suggested. More ideas to be discussed in a future meeting.

ADJOURNMENT

Ms. Utley adjourned the meeting. The next meeting is at the regular scheduled time, on September 8, 2026.

Meeting adjourned at 7:23 pm.