

APPROVED  
Grand County Public Library  
Minutes for the Regular Board of Directors Meeting  
May 19, 2015 5:30 pm  
Board Room, Grand County Public Library

In attendance for the May 19, 2015 Grand County Public Library Board meeting held in the Board Room at the Grand County Public Library, were as follows: Chad Niehaus, Kathleen McHugh, Susan Roche, Jeremy Lynch, and Brityn Ballard. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Head of Adult Services (minutes). Rob Magleby, Mary Hofhine, and Ken Ballantyne were absent.

Chad Niehaus called the meeting to order at 5:31 pm.

Approval of the minutes for the March 12, 2015 meeting was discussed. Susan Roche made a motion to approve the minutes as presented. Kathleen McHugh seconded the motion and it passed unanimously.

The library bills were passed around for review.

There were no citizens to be heard.

Carrie reviewed the Director's Report that was passed out at the meeting. She reported some staffing updates. Tracy and Tressa Renn have both resigned from their library positions because they are leaving the area. Several staff members have also requested lengthy vacation time over the coming summer. To help cover public desks over the summer the library is in the process of hiring a Temporary Library Clerk. The person hired for the temporary position will work at the Circulation Desk and in the Children's Room over the 12 weeks of summer 2015. Carrie then reviewed library statistics and noted that WiFi use, adult program attendance, and Castle Valley check outs and walk-ins have all shown significant increase.

Carrie informed the board that the library has been successful in three separate grant applications. The library was awarded a \$32,000 Library Services and Technology Act (LSTA) Express Grant through the Utah State Library to add Radio Frequency Identification (RFID) technology and self-checkout to the library. Grand County Public Library also partnered with several other Utah libraries on another successful LSTA grant to add Mango Languages – an online language learning tool – to the databases currently available to library patrons. The grant money will pay for access to Mango Languages for one year. Lastly, the library assisted the town of Castle Valley in a successful WabiSabi Make a Difference (MAD) grant application. The MAD grant money will go toward audiovisual equipment for the Castle Valley Community Building. The equipment will support and improve Castle Valley Library programming including films and lectures.

Carrie continued the Director's Report and reviewed two recent patron injuries. An elderly patron fell and hit his head on a computer desk. Grand County EMS was called. They assisted him in the library and escorted him from the building. Kathleen McHugh asked if the library has liability insurance and Carrie replied that it does. The second injury involved a juvenile that fell

and injured his hip while skateboarding in front of the building – in violation of posted warnings. Grand County EMS was also called to assist the juvenile. Carrie informed the Board that the County Safety Committee has assessed both of the situations and has determined that there is no liability to the library. Kathleen McHugh asked if there is any liability issue involved in hosting library story-times outside. Carrie replied that the Children’s Department often holds events outside and any children under 8 years old are required by library policy to have a guardian with them. Also, outside events regularly involve extra staff to help supervise the group of children.

Carrie concluded the Director’s Report and discussed the Friends of the Library’s recent book sale, upcoming programs, and the success of the Comic Con event that the library hosted in April. Chad Niehaus asked when the library began tracking WiFi usage. Carrie replied that the library began tracking WiFi usage statistics at the end of 2013. Jeremy Lynch asked how walk-in numbers are measured and Carrie replied that the library uses a people counter mounted near the front door.

The Board moved on to Old Business. The first item on the agenda under Old Business was review and consideration of re-approval of the Grand County Public Library Art Acquisition Policy. No changes were recommended by library staff. Chad recommended that the word “handling” be removed from the first paragraph so that the final sentence of the first paragraph would read, “The following is the process for acquiring art work and for considering offers to donate.” He also suggested two edits to the Art Purchase/Donation Proposal Guide. The first edit would change number 2 from “Proposed cost of artwork” to “Price of artwork.” The second proposed edit was changing “exhibiting it” under number 3 to “selling or donating it” so that the line would read, “A descriptive statement about the artwork, including the motivation behind selling or donating it.” Discussion followed. Susan Roche made a motion to approve the Art Acquisition Policy with the edits as proposed by Chad Niehaus. Kathleen McHugh seconded the motion and it passed unanimously.

The second item on the agenda under Old Business was review and consideration of re-approval of the Grand County Public Library Art Exhibit Policy. No changes were recommended by library staff. Discussion followed. Kathleen McHugh made a motion to approve the Art Exhibit Policy as presented. Susan Roche seconded the motion and it passed unanimously.

The Board moved on to Consent Agenda. Carrie explained that each year the library uses a Community Library Enhancement Fund (CLEF) grant through the Utah State Library to replace the library’s oldest section of computers. The Memorandum of Agreement (MOA) from the state library requires the signatures of the Library Director, the Library Board Chair, Grand County Clerk, and Grand County Council Administrator. The Consent Agenda serves as a safeguard to make sure that the Library Board Chair has the authority to represent the Board with his signature on the MOA. Discussion followed. Jeremy Lynch made a motion to ratify the signature of the Board Chair on the CLEF grant MOA with the Utah State Library. Kathleen McHugh seconded the motion and it passed unanimously.

The Board moved on to New Business. The first item on the agenda under New Business was Discussion of the Open and Public Meeting Act Training coming up on Thursday June 18 at the Grand Center. Carrie explained that it is a training that the County is required to offer once a

year. It is not mandatory that board members attend, but it is highly recommended. Brityn Ballard asked what the training would focus on. Carrie replied that the training will be a review of the laws pertaining to board meetings. Susan Roche further recommended the training.

The next item on the agenda was Board Member Reports. Susan Roche commented that library staff members Faylene and Jenny have done an excellent job of transitioning roles in the Castle Valley Library. Jeremy Lynch asked if there is a plan for the library computers that have been replaced. Carrie replied that some computer parts are reused and the unusable parts are recycled. Currently, the library has a surplus of old working computers that are not being used. Carrie is working with the library's IT consultant to determine options for the old computers based on the Grand County Surplus Policy.

Susan Roche asked for clarification on a library bill.

The Board moved on to Discussion of Future Agenda Items. Kathleen McHugh asked what the Board and Carrie think the library will look like in 10 years. Carrie replied that the trend toward new technology will likely continue. Discussion followed. Chad asked if there is currently a plan for the Board's Strategic Plan Committee and commented that the process has been excellent in the past. Discussion followed about the creation of past strategic plans and when another one will be put in place.

A closed session was not needed. Chad adjourned the meeting at 6:24 pm.