

**GARDEN CITY LIBRARY**  
**BOARD OF DIRECTORS MEETING**  
**DECEMBER 12, 2018**

The regular meeting of the Garden City Library Board of Directors was held on December 12, 2018 at the Garden City Offices located at 69 North Paradise Parkway, Building A, Garden City, Utah. Chairperson Marcia Solum called the meeting to order at 1:05 p.m.

Board Members present were:

|                |                  |                  |
|----------------|------------------|------------------|
| Marcia Solum   | Doris Mellor     | Natalie Ottley   |
| Debbie Forakis | Ronda Menlove    | Cathie Rasmussen |
| Carmen Madsen  | Sharai Hardinger |                  |

Others present were:

|                |                 |              |
|----------------|-----------------|--------------|
| Julie Hart     | Barbara Turnbow | Kathy Hislop |
| Mike Leonhardt |                 |              |

The minutes of the November Library Board meeting were presented. Doris Mellor made the motion to approve the minutes with Debbie Forakis seconded the motion. All in favor and motion passed.

It is noted that Julie Hart and Barbara Turnbow have been approved by the Library Board to accept the positions of Library Board Members. Their terms will begin on January 1, 2019. The Town Council will need to approve Julie's and Barbara's appointments to the Garden City Library Board at their next scheduled Town Council meeting.

Cathie Rasmussen presented the Library Operations reports for the month of November, 2018 as follows:

- \*There were 323 patrons visiting the Library of which 122 of the patrons being children.
- \*The total circulation was 985.
- \*One new resident card holder was issued.
- \*Two volunteers were at the Library for a total of 5 hours.
- \*General Revenue was in the amount of \$59.50, Book/Video Sales were \$11.00 with a total of \$70.50 cash flow deposit.

Payment Vouchers as follows:

\$768.08 Valley Office Systems  
\$81.00 Library Petty Cash  
\$746.04 Library Credit Card for November

Cathie reported that she has been concerned in regards to the color copies that are being made for individuals. It has been on an "On Your Honor" system but she feels that patrons are making more color copies than they are paying for. She has contacted Valley Office Systems and they are going to send a technician and have a passcode installed to print color copies. Cathie needs to contact them again so that we can go forward with the passcode. Cathie had 37 children sign up for the KUED Readathon which started on November 1<sup>st</sup>.

Discussion ensued regarding the Senior Services for Garden City. Bill Cox reported to Mike Leonhardt that he was in hopes that BRAG would help with the two days per month for 4 hours per day. That hasn't come to fruition. Mike reported that the Senior Services is in the County Budget for 2019 but he is still trying to work through the project. Seniors from the North end of the County will be able to come to Garden City instead of having to go to Randolph.

Ronda Menlove that she received a call from an individual that would like to volunteer to help with the Senior Services as he needs something to do with his time. Sharai Hardinger stated that she would be willing to volunteer her time as well. Mike Leonhardt said that we need to see how the Services work out with 8 hours a month and we can change as needed.

Ronda Menlove reported on the Food Bank and she has been requesting food contributions for the Food Bank. The comments from citizens is positive and it will be a worthwhile project. However, we need to be careful with the type of food that is brought in and we don't want perishable items. Also, there are qualifications for obtaining food from the Food Bank and we don't want to overstep these qualifications and rules. We need to be careful and keep information confidential. Cathie Rasmussen reported that the Library does have a Privacy Agreement in place. It is noted that individuals are bringing food donations in lieu of Library fines. Ronda reported that "The Family Place" has donated 15 new mother kits that have diapers, etc. to be given to new mothers when they deliver a new baby. The kits are really nice and items therein are very helpful. Mike reported that the Food Bank will be set up in the Chamber of Commerce Office above the Library. We have an elevator so it is acceptable for people with disabilities to get to the Food Bank. There will be shelves built for the food and this will be a satellite project from Rich County. Mike stated that we can use the refrigerator and freezer that is in the kitchen upstairs for whatever is needed. This should be set up by the first of the year.

Discussion ensued regarding a book exchange. Randolph Senior Center has a library. It would be helpful if we can have books available for the seniors here. We will have a box set up with books and then individuals can put in a book and then take out a book.

We have two new individuals that will be on the Library Board. New members are Julie Hart and Barbara Turnbow. Their terms will begin the first of the new year. We will need to have elections for board members and so we will have the elections at our January Board Meeting for Chairperson, Vice-Chairperson, and Secretary. Appreciation was expressed to Marcia Solum and Doris Mellor for all the work they have done for the Library. We will need to get new

information to the bank regarding new officers. Smile.amazon was discussed and we have not been on the Registry so the percentage of sales that can go to a Charity has not been issued. The Friends of the Garden City Library registered which is non-profit will be able to receive that percentage.

Ronda Menlove suggested trying to get authors to come to an event workshop on a Saturday or Monday at the Library. They would be able to discuss their book, book signing, etc. We will try to do this event in February or March. We will need to really advertise the event so that the word gets out and have a good turnout.

Cathie Rasmussen reported on the readathon that was held in November and she had 3 children signed up to do the readathon but only 7 children came to the party and she had food and drinks for them. She feels that we need to charge \$1.00 if they come to the party so she has a better idea for planning. In January the Library will have a Lego party. Last year this was very successful. There will be prizes and food.

It is noted that the Rummage Sale will be on June 29<sup>th</sup> and 30<sup>th</sup>, 2019.

There being no further business to be brought before the Library Board, Marcia Solum made the motion to adjourn. Sharai Hardinger seconded the motion and adjournment was at 2:30 p.m.