

**Wasatch County Library
Library Board Meeting Minutes
Wednesday, August 29, 2018 – Started at 4:39 PM**

In Attendance: Kristen Bowcutt- Director, Paul Kennard – Chair, Mitzi Nelson– Secretary, Scott Heath- Member

Excused: Danny Goode– County Council, Heather Epperson - Member

Conducting: Paul Kennard Minutes: Mitzi Nelson

Welcome Visitors: None

Minutes from July 25, 2018: Motion to accept – Scott, Second- Mitzi, Motion passed.

The Agenda was changed to start with Business item A first, followed by Reports, Business Item B. and any new business.

I. Friends Report from Ed Little and Kristen Bowcutt.

1. Ed Little was in touch with Kristen. The Friends felt that the recent Concert in the Park was not the best use of their time and funds that were spent. They are going to look at other options.
2. The Book Share program is going very well. The Wave will be taking pictures of the new site at the Hospital/Clinic to recognize the donations of the Friends group. There is a need for more books in Spanish.
3. There are currently 9 active Friends members. There seems to be two groups of members. The one group that is active and one group that are willing to be called on when help is needed for events.
4. The Artist of the Month program has fallen though for the last two months with cancellations. The next exhibits will be traveling exhibits from the Utah Division of Arts and Museums. It was talked about getting the art teachers in the district involved in getting student art displayed in the library. It could increase visits to the library by parents and students to see the work. The name of Matt McNaughton, art teacher at the high school was brought up as a possible contact.
5. The Friends have their funds in CDs.

II. Directors' Report

1. Kristen reported that the summer reading program went very well. The reading rewards were better organized with a prize a week.
2. Upcoming activities:
 - i. Sally has her schedule out for Fall reading times.
 - ii. 3,000 fliers were prepared and distributed to 150 elementary classrooms.
 - iii. Virtual Reality is still being considered as an option at the library. Scott recommended looking at Ready Player One.
3. Staffing: Janell Hogan was hired as a part time employee for 19.5 hours a week. She will be a good addition to the staff.

III. Business Items

1. Patron Complaint Update – Kristen reported that she has heard nothing from Joe Prado regarding his fine and the recommendation of action the Board presented to him about repaying the fine.

i. It was discussed that the Board did not give Joe a deadline for taking care of the fine based on the Board's recommendation. Discussion was held about what action the Board should take to follow-up. Mitzi suggested that a letter be written to Joe to follow-up with him and to give him a deadline in the letter. Kristen said she thought it would be good if the letter came from the Board. Mitzi offered to draft a letter and to send it out to the Board for Review before it would be sent to Joe. It was suggested that the letter be positive, but also be direct about the Board being disappointed that he has not taken any action to take care of his fine and library card.

ii. Motion made by Scott, that Mitzi drafts a letter to Joe that has a deadline for Joe to take care of his fine. If the fine is not paid then it will be turned over for collection as is the Library's policy for collecting outstanding fines. Mitzi will email board members a copy of the letter for their review and responses.

2nd – Mitzi, Motion passed.

2. Danny was not present to update the Board on the expansion.

i. Ashley Fish sent an email to the County and copied Kristen on it regarding the need for ADA sidewalks and railings needed for the entrances to the Senior Center from the parking lot. He felt that it should be part of the expansion project. Kristen has not heard from anyone regarding this. Kristen said that she will try to contact Danny to talk with him about this.

IV. Other:

1. The dates of future library board meetings were discussed. Kristen will be out of town the end of September. Looking at the County schedule, it appeared that Danny will have another County meeting on the regular Library Board meeting date. It was noted that the library meeting date of the last Wednesday of the month has been in conflict with Danny's meetings with the County for several months. It was discussed that maybe we need to have a new meeting date set. It was suggested that with no pending business the September meeting be cancelled. The date for the October meeting would fall on Halloween, so it was also discussed that would not be a good time for a meeting. Some options were offered but nothing was decided at this time.

Motion to Adjourn with the date of the future meeting to be determined– Mitzi, 2nd – Scott. Motion passed – ended at 5:42 PM.