

TREMONTON CITY LIBRARY
BOARD MEETING
April 24, 2019

Members Present:

Kim Griffiths, Library Director
Carol Jones, Chairperson
Kathy Wood, Board Secretary
Moroni Aguilar, Board Member
Melodie Ashby, Board Member
Lisa Unsworth, Board Member
Rebecca Jeppesen, Librarian-Secretary

Members Absent:

Diana Doutre, City Council Representative
Terrel Shumway, Vice Chairperson
Oria Burningham, Board Member

The Tremonton Library Board Meeting was called to order by Chairperson Carol Jones at 7:03 p.m. The meeting was held in the Tremonton City Library at 210 North Tremont Street, Tremonton, Utah. Those in attendance were Tremonton Library Director Kim Griffiths, Chairperson Carol Jones, Board Secretary Kathy Wood, Board Members Moroni Aguilar, Melodie Ashby, Lisa Unsworth, and Librarian-Secretary Rebecca Jeppesen.

1. Welcome

Chairperson Jones opened the meeting.

2. Approval of Agenda

Motion by Board Member Secretary Kathy Wood to approve the Agenda. Board Member Unsworth seconded the motion. Vote: Chairperson Jones - aye, Board Secretary Wood – aye, Board Member Aguilar - aye, Board Member Ashby – aye, Board Member Unsworth – aye. The motion carried.

3. Approval of Minutes from January 9, 2019

Motion by Board Member Unsworth to Approve Minutes from January 9, 2019. Board Member Ashby seconded the motion. Vote: Chairperson Jones - aye, Board Secretary Wood – aye, Board Member Aguilar - aye, Board Member Ashby – aye, Board Member Unsworth – aye. The motion carried.

4. Public comments: This is an opportunity to address the Library Board regarding your concerns or ideas. Please limit your comments to three minutes.

There were no public comments.

5. New Business

- a. Review and Approve Changes to Internet and Online Access Policy

The revised Computer and Internet Usage Policy specifies, “this clickable policy is on each computer workstation. The patron must agree to the policy before he/she can continue on the computer,” and that “IBoss Web Security filters internet and Wi-Fi access.”

Board Member Aguilar asked if this policy is available in Spanish. Library Director Griffiths reported that the library has Spanish copies available.

Motion by Board Secretary Wood to Approve Changes to Internet and Online Access Policy. Board Member Unsworth seconded the motion. Vote: Chairperson Jones - aye, Board Secretary Wood – aye, Board Member Aguilar – aye, Board Member Ashby – aye, Board Member Unsworth – aye. The motion carried.

- b. Board Position Nominations

Motion by Board Member Aguilar to nominate Board Member Burningham as Board Vice Chairperson. Board Secretary Wood seconded the motion. Vote: Chairperson Jones - aye, Board Secretary Wood – aye, Board Member Aguilar - aye, Board Member Ashby – aye, Board Member Unsworth – aye. The motion carried.

Motion by Board Member Aguilar to nominate Board Member Unsworth as Board Secretary. Board Member Ashby seconded the motion. Vote: Chairperson Jones - aye, Board Secretary Wood – aye, Board Member Aguilar - aye, Board Member Ashby – aye, Board Member Unsworth – aye. The motion carried.

- c. Discuss Recruiting New Board Member

Potential board members are required to be residents of Tremonton City. Director Griffiths asked if current board members could talk to potential volunteers and let her know when they find someone willing to serve on the board.

6. Unfinished Business

- a. Discuss 2019 Summer Reading Kickoff Party

The Garland Library has decided to do their own summer reading party and program. The Tremonton Summer Reading Kickoff Party will take place on May 31, 2019, from 5 – 7 p.m. For those who can make it, the library will be closed at 3 p.m. and everyone will begin setting up activities at that time. The space theme will include a comic con with Star Wars characters. Hot dogs, buns, and chips will be available for a low cost. Board Member Wood will ask City Council Representative Dautre to find out if the Tremonton City Council agreed to pay for the food.

Board Member Burningham attended the last library staff meeting and brought along her Relief Society president. They volunteered their husbands to cook hot dogs and are planning to round up 10-12 volunteers, from the Tremonton First Ward, to paint faces at the summer reading kickoff party. Board Member Aguilera volunteered to provide children with a choice of five space-related balloon objects, such as light sabers. Director Griffiths is hoping that Jacob Dansie can help out again. The library needs volunteers to help run booths, including a sucker pull, Frisbee golf with trash cans decorated as planets, Plinko, a bean bag toss through a black hole, and craft rockets that children will be able to race on strings. Library staff member Carter has arranged for 200 stuffed animal donations to be used as game prizes. There will also be a Pokémon mod-podge rocks search. Six book authors have agreed to attend the party. The Tremonton Parks and Recreation department will provide a space-themed movie at dusk.

The Tremonton Library is in the process of getting an online registration program ready, so that patrons can access it from their homes. The program will be more user friendly than last year's, and the library will provide training for patrons.

7. Board Reports

a. Library Director's Report

In June 2018, Staff Member Janelle Esplin received an \$11,000 Coding and Robotics Grant. It provided the library with 12 Chromebooks, 12 Hexbug IQ programmable robots, the Prenda Program for 1 year, the stuff for 4 Coji robotic kits, four Ozobot kits, four Coji robots for in-library use, and staffing to run several clubs. In addition to clubs completed during the summer of 2018, a coding club will be provided for a scout troop. Board Member Aguilar would like to see robotics clubs hosted at the elementary schools. Staff Member Shannon Ellis is running a robotic club at McKinley Elementary on Wednesday afternoons.

In February 2019, Staff Member Debby Carter received a \$6,800 Building Blocks for Technology Grant, which has been used to purchase eight children's tablets, a children's tablet table, and a 20" tablet for older children, ages 3-12, with educational and multi-player games (such as hockey and chess). The library also

purchased two 19” tablets, but they wouldn’t charge and models have been discontinued, so they were sent back and will be replaced with different ones. The Teen Corner will have two 32” gaming tablets which will be mounted to the wall to utilize space. Library Director Griffiths is hoping to add new furniture to the teen area. The library will also have a 27” advertising monitor with Way Finding Software that will also be uploaded on a little iPad.

Director Griffiths just received a \$2,100 Virtual Reality Grant which includes a Chromecast, 2 Galaxy S9’s, an Oculus Go Headset, an Insta 360 Camera, and Hygienic VR Face Shields. Director Griffiths will get trained next week. She plans to let patrons try it out at the Summer Reading Party. There are lots of possible uses. For example, seniors at the Senior Center could use it for virtual travel experiences.

In January, more than 29 children searched for snowflakes hidden around the library, 29 adults attended an Instant Pot Class, and 14 teens participated at a movie night activity. In February, over 44 children searched for hearts hidden around the library, 29 children attended the Star Wars Party, and 9 teens participated in a Chopped Competition, where they had to make different dishes just with the ingredients they were given. The February cooking class was cancelled, due to lack of interest. In March, 5 children took Dr. Seuss Birthday Make and Take crafts, 54 children searched for shamrocks hidden around the library, 17 children made St. Patrick’s Day crafts, and 20 teens attended a Murder Mystery Dinner. In April, 130 children searched for paper Easter eggs hidden around the library, and five adults attended a gardening class.

Due to low attendance, computer classes will be restructured. A Beginning Computer class will be taught by a volunteer on Tuesday mornings. The Wednesday morning class will continue to be a Computer Help Class. The Wednesday afternoon Computer Class will focus on Microsoft Office Programs. The Advanced Computer Class on Thursday mornings will be more structured and address specific topics.

b. Business Topics for the Next Board Meeting

Vote on Board Positions
Social Media Policy

8. Calendar Items

- a. Next Library Board Meeting will be held on July 17, 2019
- b. Beginning Computer Class on Tuesdays from 9–11 a.m. (*Senior Center*)
- c. Computer Help Class on Wednesdays from 9–11 a.m. (*Senior Center*)
- d. Microsoft Office Programs Computer Class on Wednesdays from 4-6 p.m. (*Senior Center*)
- e. Advanced Computer Class on Thursdays from 9–11 a.m. (*Senior Center*)
- f. Children’s Story Hour on Fridays at 10 a.m. (*Tremonton Library*)

- g. Summer Reading Party on May 31 from 5-7 p.m. and Movie in the Park at Dusk
- h. Space-a-Cade Puppet Show by Meghan Casey on July 6 at 10 a.m.

9. Adjournment

Motion by Board Member Ashby to adjourn meeting. Board Member Unsworth seconded the motion. Vote: Chairperson Jones - aye, Board Secretary Wood – aye, Board Member Aguilar - aye, Board Member Ashby – aye, Board Member Unsworth – aye. The motion carried.

The meeting adjourned at 7:50 p.m.

The undersigned duly acting and appointed Library Director and Library Board Chairperson for the Tremonton Library Board hereby certifies that the foregoing is a true and correct copy of the minutes for the Library Board Meeting held on the above referenced date. Minutes were prepared by Rebecca Jeppesen.

Kim Griffiths
Library Director

Carol Jones
Chairperson