MINUTES: EMERY COUNTY LIBRARY BOARD MEETING

HELD AT: Emery County Box Canyon Room

ON: **Monday November 4, 2019**

01: Welcome: Board Chair Carolyn Carrasco (CC) called the Emery County Library Board meeting to order at 10:08 am, welcoming those present: Deanna Hansen (DH), Gil Conover (GC), Bill Dellos (BD), Mary Ann Wright (MAW), and Desiree' Moore Malley (DM), Emery County Library Director. Absent: Justin Queen.

02: Approve the minutes of the last meetings. September minutes were approved; BD motion, DH second.

03. IT Report. Cameras will be purchased for the rest of the libraries and installed in 2020. GR and CD already have them. Audio is not on. Recording is digital. Working with the school district and Director for the ASSET LSTA grant.

04. Director Update. a. Review of the 2019 Library Statistics Report for YTD, August and September. DM still working with libraries on how "visits" are reported. Volunteers at the libraries are those usually vetted and working through the court system. Others are called 'helpers'. They are not tracked. Also, working on tracking interlibrary loan stats. Atrium software does not track this. Overdrive usage of roughly 3,000 is not included in the 78,138 circulation stats.

b. Review 2019 Expenditures. DM has asked each library to find five (5) ways to save money and is looking into other efficiency issues. There was a close review of HVAC (heating ventilating air conditioning) costs. There are no CO monitors in the libraries. This will be addressed. A maintenance person, Joe Fielder, has been hired who will work for the Library and

the Museum. Issues have been resolved by the director and others in the meantime: outside flashing at Emery; back door at Cleveland; new furnace at Castle Dale; water fountain installment coming to GR, Orangeville, Ferron; sidewalk at Huntington is still an issue. A dearth of concrete contractors in Emery area adds to the latter issue. There was discussion of dropping ceilings at libraries that have high ceilings to save HVAC costs. Overdrive and paying into the state costs remains an issue. All library roofs will be looked at as well.

DM is negotiating and working with state libraries to equitably share in the costs. It could cost $2,000 per year for Emery. DM attended a Library Directors Summit. Stats do not change minds, stories do.

c. DM is applying for LSTA grants under a program termed ASSET, Assisting Students for a Strong Emery Tomorrow. She is requesting Chrome books for high school students who need them to write papers and do research and are working with the school district on this. They are also looking at when students get home from school and the hours at the libraries. "Library" signs are awaiting DOT installation.

05. Commissioner Report. A grant of $79,090 from BTAC, GOED was awarded Emery County for iHUBs at Green River and Castle Dale. Costs will cover ADA compliance, desk remodels, electrical, after hour access, and furniture.

06: Board Reports. MAW on Emery and Ferron: An issue was taken care of by DM but the sheriff safety review awaits. DH on Elmo and Cleveland: Cleveland has taken out the magazine rack and patrons have placed Jehovah Witness material at the library. Further discussion about this as setting a potential policy will be taken up in January. CC on Orangeville and

Huntington libraries: Sidewalk still an issue. Also, an incident of non-discreet breastfeeding, during a school group visit, prompted discussion and a motion (BD) to close the library when school groups are visiting. GC seconded. Motion carried. BD on Castle Dale: all good.

07. Elect Vice Chair. Motion to nominate DH for the post by MAW, second by GC. Motion carried.

08. Discussion: FY 2020 Budget Proposals. There were three proposals. One includes custodial staff salaries and is the one preferred to be submitted. Some statements of support for support for this budget were made. The budget will go before the Commission on Nov. 12, 18, or 19. The Board will be informed which date.

09. Acceptance of Rural Coworking and Innovative Center Grant Motion BD, Seconded DH, motion carried.

10. Discuss/Approve/Deny: Emery County Libraries Strategic Plan for 2020, 2021, & 2022. Tabled until January meeting.

11. Set Meetings/Trainings December 4, 2019 for Library training, 11am-2pm; January 13, 2020 Board meeting. DM will send invitations and reminders.

12. Discussion No further discussion.

13. Adjourn. BD moved to adjourn and DH seconded. The Board adjourned at 12:45 pm.

Submitted by Mary Ann Wright on November 7, 2019. Signed by:

Board Chair, Carolyn Carrasco Carolyn Carrasco

Date: Jan 14, 2020