

**TREMONTON CITY LIBRARY
BOARD MEETING
January 15, 2020**

Tremonton Library Board Members Present:

Kim Griffiths, Library Director
Carol Jones, Chairperson
Oria Burningham, Vice Chairperson
Lisa Unsworth, Board Secretary
Rebecca Jeppesen, Librarian-Secretary

Members Excused:

Moroni Aguilar, Board Member
Melodie Ashby, Board Member
Megan Wheatley, Board Member

Members Absent:

Connie Archibald, City Council Representative
Terrel Shumway, Board Member

LIBRARY BOARD TRAINING

The Library Board Training meeting was held at 6:00 p.m. in the Tremonton City Offices at 102 South Tremont Street, Tremonton, Utah. The Garland Library Board joined the Tremonton Library Board for training by Liz Gabbitas, from the Utah State Library. Gabbitas explained that the board members' primary role is to be leaders, who plan strategically for future community needs. Board members are also advocates who raise community awareness of library services. The Code of Ethics requires that board members comply with laws, avoid conflict of interest by showing respect for differing opinions, avoid discrimination, do not interfere with the library director and staff's management of the library, and support efforts to resist censorship. Characteristics of good board members include open mindedness, willingness to learn, support of the library director, fresh ideas, willingness to promote library activities, and being reliable and dependable. Board members work in partnership with the library director and the local government. Characteristics of a good board-director relationship includes good communication and trust based on the knowledge that both will take responsibility and do their part. Although libraries have changed by adding computers and modern technology, their values have not changed. Perhaps no place in any community is so totally democratic as the library. Golden Don't Rules are 1) Do not criticize decisions, 2) Do not leak sensitive information, 3) Do not make insulting or derogatory remarks toward fellow board members' ideas, and 4) Do not disappear. Golden Do Rules are 1) Use the library, 2) Prioritize your responsibility, 3) Share what you are doing, and 4) Listen to your neighbors' praise and needs.

TREMONTON CITY LIBRARY BOARD MEETING

The Tremonton Library Board Meeting was called to order by Chairperson Carol Jones at 7:02 p.m. The meeting was held in the Tremonton City Offices at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Tremonton Library Director Kim Griffiths, Chairperson Carol Jones, Vice Chairperson Oria Burningham, Board Secretary Lisa Unsworth, Librarian-Secretary Rebecca Jeppesen, and Eric Shelly.

1. Welcome

Chairperson Jones opened the meeting.

2. Approval of Agenda

Motion by Board Vice Chairperson Burningham to approve the Agenda. Board Secretary Unsworth seconded the motion. Vote: Chairperson Jones – aye, Vice Chairperson Burningham – aye, Board Secretary Unsworth - aye. The motion carried.

3. Approval of Minutes from October 16, 2019

Motion by Board Secretary Unsworth to approve the Minutes from October 16, 2019. Board Vice Chairperson Burningham seconded the motion. Vote: Chairperson Jones – aye, Vice Chairperson Burningham – aye, Board Secretary 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. Discuss Board Positions

Director Griffiths welcomed Erik Shelly, who will be joining the library board. The new City Council Representative is Connie Archibald. One of the board members has not attended board meetings for a year and will need to be released.

b. Thank You Cards

The library board signed thank you cards for Diana Doutre, the previous City Council Representative, and Kathy Wood, who has retired from the library board.

c. Discuss Summer Reading Party

The Summer Reading Theme for 2020 is "Imagine Your Story". It will take place on the last day of school, which is May 29. Set up will start at 3:00, and the party will run from 5:00 p.m. until 7:00 or 8:00. The library is thinking of hosting a Renaissance Fair and knight jousting with foam noodles. Jennifer Francom and the Tremonton Youth Council will partnership with the library again. The youth council will plan activities geared to teenagers, and the library will focus on providing children's activities. Vice Chairperson Burningham will have her Relief Society help do face painting as their service project; she requested that a map be drawn to show activity center locations. Erik Shelly will contact Logan's SCA and ask if they would be willing to do medieval reenactments. Staff member Debby has lined up 30 authors to attend the party; she wants to do chalk art and invite professionals to do demos. The library will sell hot dogs again.

6. Unfinished Business

a. Vote on Virtual Reality Policy

The Tremonton Library Board did not have a quorum in attendance and was unable to approve the Virtual Reality Policy. They scheduled an extra library board meeting on Friday, February 7, at 7 p.m., so that the policy can be approved and patrons can start checking out virtual reality items.

7. Board Reports

a. Library Director's Report

Tremonton librarians will be helping patrons use the computers to report their census statistics online.

In October, 11 teens attended a Masquerade Party. In November, 4 teens participated in a service and game activity, and over 19 children participated in a turkey hunt. In December, over 11 children participated in a gingerbread hunt, and 120 individuals attended the Children's Christmas party. In January, 5 adults attended a "gut health secrets" presentation by author Rachel Miner.

b. Business Items for the Next Board Meeting

2021-2023 Goals and Objectives

8. Calendar Items

- a. An extra Library Board Meeting has been scheduled for February 7, 2020.
- b. Quarterly Library Board Meeting will be held on April 15, 2020
- c. Beginning Computer Class on Tuesdays from 9-11 a.m. (*Senior Center*)
- d. Computer Help Class on Wednesdays from 9-11 a.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. Adults: Photo Organization by Kylee Wyatt on January 15 from 5-7 p.m. (*Senior Center*)
- h. Girls 1st & 2nd grade: "Girls Have No Limits" NGCP Car Race on January 20 from 10 a.m. - 12 p.m. (*Tremonton Library*)
- i. Teens: How to Publish a Book and Make a Book Trailer on January 24 by Travis Douglas at 6:30 p.m. (*Tremonton Library*)

9. Adjournment

Motion by Board Secretary Unsworth to adjourn meeting. Board Vice Chairperson Burningham seconded the motion. Vote: Chairperson Jones – aye, Vice Chairperson Burningham – aye, Board Secretary Unsworth - aye. The motion carried.

The meeting adjourned at 7:37 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