



WASATCH COUNTY LIBRARY
465 E 1200 S
HEBER CITY, UTAH 84032
435-654-1511
WWW.WASATCH.LIB.UT.US

**Wasatch County Library
Library Board Meeting Minutes
Friday, July 10, 2020**

In attendance electronically:

Mitzi Nelson: Chair
Cristina Spicer: Chair Elect
Nancy Coleman: Secretary
Danny Goode: Wasatch County Council Representative
Heather Epperson: Member at Large
Juan Lee: Library Director

Excused: None

1. Call to Order & Welcome: Mitzi Nelson, Library Board Chair 12:02pm

2. Call for Agenda Items for Next Meeting: Follow up on renting new room and space. Follow up on Friends discussion. Will also need to complete the appointment to the Board.

3. Approval of Minutes: Library Board Meeting Date – June 12, 2020

Motion made electronically to accept minutes Nancy Coleman. Seconded by Cristina Spicer. Motion passed electronically.

4. Consent Agenda Items

A. Library Director's Report

Juan discussed the summary of plans to reopen. The library is in contact with the Senior Center about their plans. Currently Juan is revisiting whether to open every two weeks but does not see the situation changing. Senior Center will remain closed until the end of July. The Library has started considering how to provide access to public computers and printing ability. Opening the usual patron computers effectively opens the library. The computer lab computers don't have the same software or printing capabilities, although that can be solved. Of larger concern is the space and ventilation in the confined room. The computer lab also includes a staff member's office space. Moving some computers into the public foyer has also been discussed. In discussion with the Senior Center and the IT people, a main concern is the coin machine and its accessibility, visibility and safety. The doors are opened for the Senior Center at 8:00 am, but the library staff does not arrive until after 9:30 am. This plan would also impact the Senior Center's ability to serve lunches and Meals on Wheels. So the library is still working on options to make it work.

Once reopened, the library plans for staff to be either behind plexiglass or wearing a mask.



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Danny would prefer not to reopen until masks are mandated and would recommend following what the Senior Center is doing. The rest of the board also supports the continued closure of the library facilities, in accordance with Juan and his staff.

Cristina asks if we will see more people homeschooling and how that will impact the library in the fall? When the library first closed, Juan prepared a document about the online resources the library offers.

B. Report of Year-to-date Revenues & Expenditures

The magazine budget is overspent. Juan has been wanting to cut back the amount spent. He switched services, but the cuts were not as much as he had hoped. He will switch funds from digital resources to cover the difference. We are required by an agreement with the state to spend \$7,000 on digital resources in order to be part of the Beehive Library Consortium. That amount needs to be strictly items we can find through the OverDrive program.

Building and Improvements line: we did not budget any, and spent \$8,725. These are costs associated with building the Bowcutt Room. Funds were withheld by the county until the project is completely done. Unsure at present as to how we will address that at the end of the year. Will need to dig into the bills and get details. Juan will follow-up with County Manager.

5. Business

A. DISCUSSION: Process to fill Library Board vacancy.

It is not simply a formality to reappoint Heather. According to the county, we have to go through the process of advertising a vacancy and collecting and reviewing applications. The board will then recommend someone and let the county council know. Juan proposes posting the vacancy on the website and social media and we accept applications for a short period of time. Heather's original application is not on file, so a new one is needed. Juan will double check how long the posting needs to be, but will plan on two weeks.

6. Closed Meeting

If needed. No closed meeting.

Motion to adjourn made by Danny Goode. Seconded by Heather Epperson. Motion passed unanimously electronically. Adjourned at 12:53pm.

Next meeting August 14, 2020 at 12:00 PM.