

PAYSON LIBRARY BOARD MINUTES

JULY 9, 2020

Attendance: Nancy Allen, Rebecca Billings, Brittany Johnson, Debra Kelley, Ann Humphreys, Brianne Zabrieske, Molly Baker, Steve Southwick, Emily Edmund, and Doug Welton.

1. Meeting called to order by Ann at 7:10pm.
2. Minutes from last meeting – Review and approval of minutes from last meeting – Approval moved by Rebecca Billings with minor grammar corrections, seconded by Nancy Allen = all in favor.
3. Open for public comments – None.
4. Change in Library Board Members – Emily Edman will be replacing Steve Southwick, who is moving. Steve was presented with a framed picture in appreciation for his service.
5. Report from Friends of the Library – Brittany
 - a. The Onion Days Sale is going forward.
 - b. Friends are ordering book bags to have this year.
6. Report from City Council – Doug Welton
 - a. Onion Days is progressing, decisions are still being made as to what will happen due to the coronavirus situation. The Parade might be canceled, the carnival is likely to be canceled. There was a discussion about pandemic implications to Onion Days.
 - b. Salmon Supper is still happening.
 - c. There will be Utilities on Main St from 700 S to 1400 S and the road will be redone to the highway.
 - d. The Budget is about the same for next year.
7. Report from Library Director – Molly Baker (filling in for Dona Gay)
 - a. Covid Response – The library closed the building to the public, instead using curbside pickup twice a week from March to June. In mid-June they started open with limited hours, patrons, and restrictions. In July they increased their hours to everyday from 12 to 6. Curbside pickup is still available and is limited by the amount of holds allowed by the computer system.
 - b. The new checkout system and security gates are here, and training will be done next week July 13 – 15th. Tagging and coding are almost complete, will be done by Monday. There are two self-checkout stations, which can handle several books at once. This new system will cut down on lost and stolen books.
 - c. The summer reading program is going well, over 600 have signed up, which is lower than past years, however there was no chance to advertise to the schools this year. There are virtual craft and story times.
8. Quarterly Training and Emphasis – Ann Humphreys
 - a. Ann went over some reminders that we need to post in a public area the date, time, and agenda for the meeting. The planning needs to be done in the meeting, not in smaller groups outside. There is also no voting unless a quorum is present.
 - b. There is a committee working on the bylaws to make sure the city, state, and library board bylaws agree with each other. Debra Kelley, Steve Southwick, and Rebecca Billings are on the committee. Rebecca passed out notes on tentative changes that were discussed in an earlier meeting. The changes were discussed at length and it was

decided we needed more time. Rebecca will type up proposed changes and they will be voted on at the next meeting. Some of the changes were discussed and agreed on as outlined below.

- c. Steve Southwick recommended including a summary of State Library Trustee manual. The latest we have is from 2007 so Ann Humphreys will look for an updated version and send that to the board members.
- d. There was also a discussion on whether the city council member and the library director can vote. This could be a conflict of interest. It was decided the city council member would be the tie breaker and the Library Director does not vote.
- e. After some discussion, the number of board members was decided to be a range of 5 to 9, including an ex officio member.
- f. Section 6 of the Library Board will be replaced with the city ordinance.