

PAYSON LIBRARY BOARD MINUTES

Oct 1, 2020

Attendance: Rebecca Billings (via Zoom), Brittany Johnson, Amy Pitcher, Ann Humphreys, Dona Gay, Emily Edman, Brianne Zabriskie, Debra Kelley

1. Meeting called to order by Ann at 7:12 p.m.
2. Approval of minutes from previous meetings
 - a. edits to the spelling of names on both
 - b. Edit July 9 – regarding voting. Dona said that based on other board, the city council member is the tie breaker and the library director doesn't vote.
 - c. Debra moved to approve the minutes from July 9 with the edits. Brianne second. All in favor.
 - d. Brittany moved to approve the minutes from Aug 26 with the edits. Amy second. All in favor.
3. Report from Friends of the Library – Brittany
 - a. Onion Days book sale went well. Best year yet. Broke \$2,000.00.
 - *Used Venmo – about \$600 from Venmo.
 - *Silent auction brought in about \$300. Could use more space for the silent auction
 - *Mixing inside and outside worked well – more space and more time to browse
 - *Bags weren't a big seller – could have pushed more. Sold 24 and will continue to sell in the library.
4. Report from Dona – Library Director
 - a. Overall feedback for self-check-out is good. Some people say that it makes it seem like the librarians aren't helping patrons. Amy said that her experience is that the librarians are assisting more now that they are not stuck behind a desk. They are greeting when you come in and helping with the self-check-out.
 - b. Up to regular hours – but not back to regular programming.
 - *Molly is doing topic story time with QR Codes that people can scan on different topics.
 - *Doing book clubs – but keeping it small.
 - *Have not restarted the teens and tweens nights yet.
 - *Movie nights – not too well attended – may move to Friday nights. Have space sectioned off to social distance.
 - c. Starting fall reading program Oct 13th – Mysteries – Scooby Doo will travel and meet people thru time. Using the closet in the basement as a place to find a clue.
 - d. Brianne asked about water bottle fill up stations using CARES money – Dona working on it still.
 - e. Computer sanitizing – 6 ft between (not all computers are open. Only 5-6). Wipe down every so often with alcohol spray.
 - f. Had some patrons say they didn't know the library was open – but web page and facebook are updated.
 - g. Not enforcing masks at this time. Workers are required to wear masks if within 6 feet of patrons and not behind glass.
 - h. Steve left Brittany list of all emails for city contacts.

5. Library mission statement – change Think to Thrive – Brittany moved. Amy 2nd – all in favor.
6. Bylaws – Plan is that Becky will send out google Doc. Board members shall review and make comments by Oct 8. The small committee working on the Bylaws will revise and Becky will send out one more time for review by Nov 8th. Board members will review and comment and committee will make a final draft. We will approve Bylaws at the meeting on Jan 7th.
7. Code of Ethics – Review and comment based on same timeline above. Brianne will be making the edits on these.
8. Board Member Orientation Materials – 3 year terms start in January. Make sure Board members have all current manuals. We should put the links on the websites – list of Board members, Bylaws, Code of Ethics, City Code, Library manual and the 1 and 5 year plans
-Amy suggested keeping the materials digital instead of a big binder. Having them on the website would work as well.
9. 1 and 5 year plan
 - a. Amy asked about rating system – it was decided that one option would be to put a list of “rating” websites around the YA section (1 year)
 - b. More Displays (5)
 - c. New Library (5)
 - d. Library Director as Department Head with Payson City (5)
 - e. Library mentioned at city council one time a month – someone giving report, someone there to answer questions (1)
 - f. parking lot (1) (5)
 - g. Molly full time (1) – Benefit package is probably the issue.
 - h. Designating a spot with city for the new library – have work session with the city to find out what land there is (1)
 - i. Community outreach/PR (1) (5) – possibly a survey to gather interest info
 - j. More programming for diverse groups (1) (5) – eliminating barriers and letting them know the library is a safe place
 - k. Eliminate library fines (5)
 - l. Payson Address = Payson Card (Even if on county land) (5)
 - m. Explore different funding options (5)
 - n. Library as a discussion issue at municipal elections (2021) – (1)
 - o. Expanding Programming (1) (5)
 - p. More funding for digital books (1) (5)
10. Other items
 - a. Amy brought up that the Harry Potter decorations have been fabulous!!
 - b. Dona wants to focus on a “Legacy Library” – referred the Draper Library as a good example
 - c. Meeting Schedule – we will meet 6 times a year now.
11. Next Meeting will be Jan 7th
12. Adjourned – 8:52 p.m. – Brittany moved. Brianne 2nd.