

**TREMONTON CITY LIBRARY
BOARD MEETING
October 21, 2020**

Tremonton Library Board Members Present:

Kim Griffiths, Library Director
Oria Burningham, Chairperson
Moroni Aguilar, Vice Chairperson
Diane Francom, Board Member
Carol Jones, Board Member
Rebecca Jeppesen, Librarian-Secretary

Members Excused:

Connie Archibald, City Council Representative

Members Absent:

Lisa Unsworth, Board Member

The Tremonton Library Board Meeting was called to order by Chairperson Oria Burningham at 7:08 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 Oria Burningham, Vice Chairperson Moroni Aguilar, Board Member Francom, Board Member Carol Jones, and Librarian-Secretary Rebecca Jeppesen, and Rick Jeppesen.

1. Welcome

Chairperson Burningham opened the meeting and presented a thank-you planter to Carol Jones for her service as the previous Board Chairperson.

2. Approval of Agenda

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

3. Approval of Minutes from July 15, 2020

Due to poor attendance and failure to meet library board meeting quorum requirements, the library board minutes for July 15, 2020 were not legal.

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. Introduce New Board Member

Rick Jeppesen will be replacing Melodie Ashby on the Library Board. His name will be submitted to the Tremonton City Council for approval.

- b. Review and Vote on Device Policy

Wi-Fi Hotspots, Laptops, and Robotics Kits have been added to the Mobile Device-Lending Policy. Vice Chairperson Aguilar suggested that the library collect school statistics on Chromebook and Hotspot student needs, and use the statistics to obtain more grants for purchasing Chromebooks and Hotspots. Due to COVID, all devices are wiped down and disinfected when they are returned to the library.

Motion by Board Member Aguilar to approve the Tremonton Library Mobile Device-Lending Policy. Board Member Jones seconded the motion. Vote: Chairperson Burningham – aye, Vice Chairperson Aguilar – aye, Board Member Francom – aye, Board Member Jones – aye. The motion carried.

6. Unfinished Business

- a. Vote on Board Positions

Motion by Board Member Francom to approve the Oria Burningham as the Chairperson. Vice Chairperson Aguilar seconded the motion. Vote: Chairperson Burningham – aye, Vice Chairperson Aguilar – aye, Board Member Francom – aye, Board Member Jones – aye. The motion carried.

Motion by Board Member Jones to approve Moroni Aguilar the Vice Chairperson. Chairperson Burningham seconded the motion. Vote: Chairperson Burningham – aye, Vice Chairperson Aguilar – aye, Board Member Francom – aye, Board Member Jones – aye. The motion carried.

Motion by Chairperson Burningham to approve Diane Francom as the Board Secretary. Board Member Jones seconded the motion. Vote: Chairperson Burningham – aye, Vice Chairperson Aguilar – aye, Board Member Francom – aye, Board Member Jones – aye. The motion carried.

b. Choose Final 2021-2023 Strategic Plan Goals

Everyone in attendance previewed posters with goal ideas for Adult Services, Teen Services, Children's Services, Community Partnership & Outreach, Technology, and Public Relations & Marketing. Everyone placed dots next to their 3 favorite goals for each category, and the goals receiving the most votes will be inserted into a 3-year Strategic Plan. The 2021-2023 Strategic Plan Goals will be approved at the next library board meeting.

c. Vote on Pandemic Plan

Motion by Board Member Francom to approve the Pandemic Plan. Board Member Jones seconded the motion. Vote: Chairperson Burningham – aye, Vice Chairperson Aguilar – aye, Board Member Francom -- aye, Board Member Jones – aye. The motion carried.

d. Vote on next Year's Meeting Schedule

The quarterly library board meetings for 2021 will be held on January 20, April 21, July 21, and October 20.

Motion by Chairperson Burningham to approve the 2021 Library Board Meeting Schedule. Vice Chairperson Aguilar seconded the motion. Vote: Chairperson Burningham – aye, Vice Chairperson Aguilar – aye, Board Member Francom -- aye, Board Member Jones – aye. The motion carried.

7. Board Reports

a. Library Director's Report

In the 2020 Summer Reading Program, 76 adults read a total of 299 books, 61 teens read a total of 372 books, 38 preschoolers read a total of 7,725 minutes, and 97 children read a total of 53,472 minutes. Over 67 children searched for fall and Halloween images hidden throughout the library. The teen program hosted a sidewalk chalk and obstacle course activity, with 17 participants, and a water game with 14 participants. Ten adults are participating in the Tremonton Library Book Club and read *Book Thief* in September and *Slave Trader* in October. 39 adults have signed up to participate in a Mindful Fitness Challenge.

Participation in the summer reading program was lower than usual, due to COVID and the new Beanstack app. We hope to see an increase in participation next year. Board Member Francom suggested advertising library activities on the Parks and Recreation billboard. Vice Chairperson Aguilar suggested passing

out bookmark fliers advertising the library's virtual programs, along with candy, at the city's Halloween drive-thru. He also volunteered to help pass them out.

b. Business Items for the Next Board Meeting

Vote on Strategic Plan

Open Meeting Training

8. Calendar Items

- a. Next Library Board Meeting will be held on January 20, 2021
- b. Beginning Computer Class on Tuesdays from 9-11 a.m. (*Senior Center*)
- c. Computer Help Class on Wednesdays from 9-11 a.m. (*Senior Center*)
- d. Advanced Computer Class on Thursdays from 9-11 a.m. (*Senior Center*)
- e. 2 x 2 Reading Challenge for children from 2 years old to 2nd grade (*Beanstack*)
- f. Family Brag Tag Challenge (*Beanstack*)
- g. 1000 Books Before Kindergarten Challenge (*Beanstack*)
- h. Adult Book Club with monthly book provided by library (*Facebook*)
- i. October Cookie Exchange
- j. Mindfulness & Fitness Challenge from October thru December (*Beanstack*)

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

The meeting adjourned at 7:54 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

Oria Burningham
Chairperson