



WASATCH COUNTY LIBRARY

465 E 1200 S

HEBER CITY, UTAH 84032

435-654-1511

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Wasatch County Library Library Board Meeting Minutes Friday, June 11, 2021

Hybrid meeting: Electronic meeting held via Zoom, with in-person anchor location in the Board Room, Wasatch County Library.

Attendance

- **In person:** Mitzi Nelson, Board Chair, Presiding the meeting; Amber Koecher, Board Member; Juan Lee, Library Director.
- **Electronically:** Heather Epperson, Board Member; Danny Goode, County Council Chair.
- **Excused:** Christina Spicer, Board Chair Elect.
- **Visitors:** None

1. Call to Order & Welcome: Mitzi Nelson called the meeting to order at 12:37 PM and made introductions.

2. Call for Agenda Items for Next Meeting:

- Continue updating on the Strategic Planning process (Christina)
- Karla Cox – regarding placing her book in the library
- Meeting Room Policy (Juan)

3. Approval of Minutes: Library Board Meeting Date May 13, 2021.

Motion to accept May 13, 2021 Board Meeting Minutes made by Danny. Second by Amber. Motion passed unanimously.

4. Consent Agenda Items – See handouts for details

A. Library Director's Report for May. (Juan)

- Items not on report:

Juan met with State Consultant about Library recertification. Mitzi did safety walk-through with Juan and signed off on that form. Paperwork is due every year by June 30th. All paperwork has been submitted.

100 hours of training is required by staff for recertification. It was recognized by Juan and Board that 300 training hours were received and 200 of those hours were by individual staff members.

- Juan and Sherrie recognized for their involvement in organizations and programs outside of Wasatch Co to make Wasatch Co known throughout Utah. Juan described the purpose of many of these assignments.



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B. Report of Year-to-date Revenues & Expenditures for May, 2021

- Discussion on staffing needs, positions posted, applications received and funds available for filling open positions in the next few months.
- Discussion on next year's budget needs, future county growth, tax rates, and preparation of budget.

5. Business

A. UPDATE: Strategic Plan Update (Juan)

- Juan presented findings from the survey.
- Draft brochure looks great.
- Discussion on future of library in relation to what was expressed in comments in the survey. Possible follow up with another survey in a year after the strategic plan is introduced.

B. UPDATE: Report on Utah Library Association Conference (Mitzi & Amber)

Discussion and review of presentations and connection to our library – strategic plans, gathering patron data, staff responsibilities, library programs, volunteers.

C. Approval: Library Closing for Holidays (Juan)

Motion to accept the holiday closures dates for the library (July 23-24, December 24-25 and December 31 – January 1st) made by Mitzi. Second by Heather. Motion passed unanimously.

D. APPROVAL: Updated Internet Hotspot Borrowing Policy (Juan).

Discussion held on the Hotspot Borrowing Policy. Action on policy will be postponed until October agenda. The charges for being 3 days late will be removed this summer. Hotspot will just be disconnected. Juan will bring hotspot circulation data for review at the October Board Meeting.

E. UPDATE: DISCUSSION: Recommendation to send Meeting Room Policy to County Attorney for review (Juan). Discussion on changes to our policy and what are mission and purpose for our building is. Need to know what is being done at other county buildings. Juan will do some research and update us at the next board meeting.

6. Meeting ended at 2:39 pm. Quorum was not present at the end of the meeting. Meeting was ended without a Motion.

Next meeting: July 9, 2021 12:30 PM - Board meeting will be held in person and on Zoom for attendees from this time forward.