

Grantsville City Library Board of Trustees

Meeting Minutes

Thursday, April 7, 2022, 4:00 p.m.

(Approved May 5, 2022)

Trustees in Attendance:

Elisabeth Allen (Liz), Vice-Chair
Stacy Bleazard
Janet Craven, Chair
Claudia Dutson
Sharon Kuttler, Secretary
Courtney Norman

Additional Attendees:

John Ingersoll, Director

Absent:

Jolene Jenkins, City Council Liaison

1. Call to Order and Attendance:

The meeting was called to order by Janet Craven at 4:04 p.m. Attendance was noted as above. Janet asked about high school liaisons this year. John said he would reach out to the principal to find a high school liaison for next fall.

2. Claudia Dutson made a motion to approve the minutes of the March 3, 2022 meeting. The motion was seconded by Courtney Norman.

3. Director's Report:

- a. The Senior Center computer class is going well. John teaches seniors about smart phones, internet use, and answers their many questions. John is in the process of updating the library's computer and smart phone manuals.
- b. John met with the mayor recently. Mayor Critchlow would like to see the library's programming increase. Sharon suggested the staff submit library program information to the city to be included in the Mayor's monthly newsletter.
- c. The raised garden beds in front of the library have been planted by Char Warner and her daughter, Valerie. Janet suggested we send them thank you notes.
- d. Book Donations - a Mom's group dropped off about 2,000 books.
- e. The Grantsville High School Community Libraries - GHS students in Jeff Goodsell's woodshop class are building little free library boxes. One may be placed at Hollywood Park; Valerie Warner and Marjean Dudley also want boxes. Janet said she would draft something to possibly be engraved on signs for the boxes and discuss it with Jeff.

- f. The library will be getting two telescopes from the Salt Lake Astronomical Society soon. A donor contributed the funds to purchase the telescopes.
- 4. Unfinished Business - a revised draft of 2.11 Computer Use Policy was distributed. Minimal changes were needed to comply with the Utah State Library requirements. The policy will be voted on during the May Board meeting. After it is re-adopted by the Board, John will submit the updated policy to the State Library with a cover letter. This is one of the requirements for recertification. Liz inquired about something she thought she heard Alan Ly say about reclassifying pornography from obscene to sensitive material. John said he would ask Alan to clarify.
- 5. New Business:
 - a. Friends Group - we need more people to join.
 - b. Board Activities & Events - Barnyard Babies is April 30 & May 7 at the Clark Historic Farm and the Honey Harvest Festival is next Fall. Stacy confirmed that the library staff and board would be welcome to participate in Barnyard Babies. John will send out a sign up sheet to the trustees to supplement his staff in manning a booth and presenting storytimes.
 - c. Annual Director's Evaluation - Sharon will send out a Google Form with the evaluation tonight. Please complete it by May 1 so that it can be discussed and presented to John at our meeting on May 5th in a closed session.
 - d. Policy update for 2.02.04 Hours of Operation - the updated policy proposes changes in hours and holidays. We will consider this policy next month. State and Federal names for holidays sometimes differ.
- 6. No Public Comments.
- 7. The meeting was adjourned at 5:10 p.m. on a motion by Stacy, seconded by Liz.
- 8. Our next meeting will be at 4:00 pm on Thursday, May 5, 2022 at the Grantville City Library, 42 North Bowery Street, Grantsville, Utah. It will also be available through Zoom.

Documents Distributed:

- a. Director's Report dated April 7, 2022
- b. 2.11 Computer Use Policy Draft
- c. 2.02.04 Hours of Operation Policy
- d. Unapproved Board Meeting Minutes for March 3, 2022