

**TREMONTON CITY LIBRARY
BOARD MEETING
April 20, 2022**

Tremonton Library Board Members Present:

Kim Griffiths, Library Director

Alysia Chapman, Secretary

Rick Jeppesen, Board Member

Carol Jones, Board Member

Annette Macfarlane, Board Member

Lisa Unsworth, Board Member

Rebecca Jeppesen, Librarian-Secretary

Members Excused:

Connie Archibald, City Council Representative

Oria Burningham, Chairperson

Becca Ashby, Board Member

Members Absent:

Moroni Aguilar, Vice Chairperson

**OPENING MEETING TRAINING
6:00 p.m.**

Daniel Mauchley, Duchesne County Library Director, provided library board training on Robert's Rules of Order. Karen Liu, Utah State Library Consultant, gave library board training on Code of Ethics, board member roles, and policies.

**LIBRARY BOARD MEETING
7:00 p.m.**

The Board Chairperson and Vice Chairperson were both absent, so an acting chairperson was voted in for this meeting.

Motion by Board Secretary Chapman for Board Member Jones to serve as a temporary chairperson. Board Member Unsworth seconded the motion. Vote: Secretary Chapman - aye, Board Member Jeppesen - aye, Board Member Jones – aye, Board Member Macfarlane – aye, Lisa Unsworth – aye. The motion carried.

Board Member Jones called the Tremonton Library Board Meeting to order at 7:03 p.m. The meeting was held at the Tremonton City Offices at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Library Director Kim Griffiths, Secretary Alysia Chapman, Board Member Rick Jeppesen, Board Member Carol Jones, Board Member Annette Macfarlane, Board Member Lisa Unsworth, and Librarian-Secretary Rebecca Jeppesen.

1. Welcome

Board Member Jones opened the meeting.

2. Approval of Agenda

Nobody had any questions, so the agenda was unanimously approved.

3. Approval of Minutes from January 19, 2022

Nobody had any corrections, so the agenda was unanimously approved.

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. Discuss and Vote on Internet Usage Policy

Motion by Board Member Macfarlane to approve the addition of section 1.6 to the Internet Usage Policy. Board Member Unsworth seconded the motion.

Vote: Secretary Chapman - aye, Board Member Jeppesen - aye, Board Member Jones – aye, Board Member Macfarlane – aye, Lisa Unsworth – aye. The motion carried.

Motion by Secretary Chapman to Postpone Discussion of the Internet Usage Policy to the board's next meeting in August. Board Member Unsworth seconded the motion. Vote: Secretary Chapman - aye, Board Member Jeppesen - aye, Board Member Jones – aye, Board Member Macfarlane – aye, Lisa Unsworth – aye. The motion carried.

b. Nominate Library Board Positions

Motion by Board Member Jeppesen to Nominate Moroni Aguilar to serve as Library Board Chairperson. Board Member Macfarlane seconded the motion.

Vote: Secretary Chapman - aye, Board Member Jeppesen - aye, Board Member Jones – aye, Board Member Macfarlane – aye, Lisa Unsworth – aye. The motion carried.

Motion by Board Member Jeppesen to Nominate Lisa Unsworth to serve as Library Board Vice Chairperson. Board Secretary Chapman seconded the motion.

Vote: Secretary Chapman - aye, Board Member Jeppesen - aye, Board Member Jones – aye, Board Member Macfarlane – aye, Lisa Unsworth – aye. The motion carried.

Board Secretary Chapman agreed to serve for a second year.

- c. Discuss Replacement for Carol Jones

After giving Board Member Jones a thank you card for her service the last six years, the Board discussed nominating a new board member replacement.

- d. Discuss Summer Reading Kickoff Party

After discussing ideas for the Summer Reading Kickoff Party on June 3, from 5-7 p.m., the library board requested follow-up emails with service opportunities. The theme is “Oceans of Possibilities”, and the party will be pirate themed. Board Member Macfarlane volunteered to make arrangements for Peter Pan costumes.

6. Unfinished Business

- a. Discuss Bear River Valley Consortium Circulation Policy

The library board started discussing additions to the circulation policy. They will continue to review and discuss it at their next board meeting.

- b. Discuss Bear River Valley Consortium Overdue Policy

The library board is planning to discuss the overdue policy at their next board meeting.

7. Board Reports

- a. Library Director’s Report

In January, 94 people attended two Royalty Parties. In February, 109 people attended two Superhero Parties. In March, 73 children, 69 teens, and 54 adults voted on books for the library's March Madness activity. In March, 260 children participated in a leprechaun seek and find activity, 50 children made Dr. Seuss crafts, 50 children made leprechaun crafts, 27 teens participated in a Medieval Murder mystery, and 11 adults attended a St. Patrick's game night and dinner. In April, 45 children completed rainbow crafts, 12 children participated in the coding club, and 340 children collected paper easter eggs hidden around the library. Nine adults participated in monthly book club Zoom discussions, and 17 adults signed up for the Lit Flix Challenge.

b. Business Items for the Next Board Meeting

Discuss Internet Usage Policy

Discuss Bear River Valley Consortium Circulation Policy

Discuss Bear River Valley Consortium Overdue Policy

Vote on Board Positions

8. Calendar Items

- a. Next Library Board Meeting will be held on August 17, 2022
- b. Beginning Computer Class on Tuesdays @ 9-11 a.m. (*Senior Center*)
- c. Computer Help Class on Wednesdays @ 9-11 a.m. (*Senior Center*)
- d. Advanced Computer Class on Thursdays @ 9-11 a.m. (*Senior Center*)
- e. Library Storytime on Fridays @ 10 a.m.
- f. Adult Book Club with monthly book provided by library (*Facebook*)
- g. Adult Book Club Discussion on first Tuesday of month @ 7:30 p.m. (*ZOOM*)
- h. April Children's Coding Club on Mondays and Tuesdays @ 3-5 p.m.
- i. Adult Splat and Chat Painting Class on May 21 in the afternoon (*Public Works*)
- j. Summer Reading Kickoff Party on June 3 @ 5-7 p.m.

9. Adjournment

Nobody had any other things to discuss, so the meeting was unanimously adjourned.

The meeting adjourned at 8:15 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

Rebecca Jeppesen
Librarian-Secretary

Kim Griffiths
Library Director

Lisa Unsworth
Chairperson