

Grantsville City Library Board of Trustees
Meeting Minutes
Thursday, August 4, 2022, 4:00 p.m.
(Approved September 1, 2022)

Trustees in Attendance:

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

Additional Attendees:

John Ingersoll, Director
Jolene Jenkins, City Council Liaison

Absent:

1. Call to Order and Attendance:

The meeting was called to order by Sharon Kuttler at 4:06 p.m. Attendance was recorded as indicated above. Elisabeth Allen joined via Zoom.

2. Courtney Norman motioned to approve the minutes of the July 7, 2022 meeting. Claudia Dutson seconded the motion. The motion was approved unanimously.

3. Community Advocacy:

- a. August 18, 2022, PTA BBQ at Cherry St. Park, 6:00-8:00 pm - the date was changed from August 19 to 18. Jolene spoke about this event, which will include bounce houses and hot dogs. She invited John to say a few words about the Library. John will go early and set up the Story Trail and table. Haircuts will probably not be available because of the date change. John will reach out to Paul Cook to request gift cards for haircuts for school children. John has ordered a tablecloth with "Grantsville City Library" on it. Stacy volunteered to do face painting.

4. Director's Report:

- a. The Utah State Library has new standards for annual library recertification. A technology component must be added to the Strategic Plan or a separate Technology Plan must be created. John is concerned about #8 in the Technology Checklist, which requires library staff to be trained to disable the filter at the request of adult patrons for research or other lawful purposes. He is working with the city to figure out how to comply with this requirement.
- b. Public works added decorative rock and bark to the Library's planting beds on the east and north sides of the building. They also trimmed bushes and around the willow tree. John still hand-waters the garden boxes to supplement the irrigation water.

- c. Justin Wingfield, GHS Special Projects Coordinator, provided the Library with PDF files of the Grantsville Gazette newspaper issued from 1983-1990. John is looking for donations of historical documents, family histories, and photos with the intent of turning the medium conference room into a repository and eventually cataloging the documents. Janet recommended working with the Sons and/or Daughters of Utah Pioneers groups.
 - d. John expressed gratitude to the Board for their encouragement and help and to Sharon for the Story Trail boards, promotional bookmark file, and stacked crayons prizes.
- 5. Unfinished Business
 - a. Policy Updates presented at the July meeting:
 - 2.03 Gifts Policy - approved unanimously on a motion by Courtney, seconded by Stacy.
 - 2.04 Interlibrary Loan Policy - approved unanimously on a motion by Courtney, seconded by Claudia.
- 6. New Business.
 - a. USL Recertification Changes & Strategic Plan - John will work on adding a technology component to the Strategic Plan and present it to the Board at the September meeting. The Board also needs to review the Strategic Plan.
 - b. Stacy Bleazard plans to step down at the end of her term in November. We need to look for a new board member. She would like to help with the Friends group. Janet described her visit to the Tooele City Public Library's Friends' Bookstore.
 - c. John will try to get a High School representative to work with the Board this year.
 - d. Stacy asked for children's book donations for an alternative book fair for school children who cannot afford to buy books at their Scholastic Book Fairs. She told us about the book vending machine at Grantsville Elementary School. Each child gets a token on their birthday to buy a book from the vending machine.
- 7. No Public Comments.
- 8. The meeting was adjourned at 4:54 p.m. on a motion by Stacy, seconded by Courtney.
- 9. Our next meeting is scheduled for 4:00 pm on Thursday, September 8, 2022, at the Grantsville City Library, also available through Zoom. *Correction: The next meeting was actually scheduled for 4:00 pm on Thursday, September 1, 2022.*

Documents Distributed:

- a. Agenda for the August 4, 2022 Library Board Meeting
- b. Director's Report August 4, 2022
- c. Draft Minutes of the July 7, 2022 meeting
- d. Utah State Library Standards for Recertification - cover letter, wording changes for Standards 3, 11, and 16, and Technology Checklist.