

Monroe City Library Board Meeting Minutes
July 11, 2022
Monroe City Library, 49 North Main, Monroe, Utah

In attendance:

Library Director Shelly Monroe, Chair Linda Midgley, Vice Chair Janeen Runolfson, Board Members Lori Epling, Jennifer Nackowski, Dawn Van Nosedol, and Noelle Smith.

Absent:

Council Member Erica Sirrine.

The meeting was called to order by Chair Midgley at 5:05 P.M.

Invocation:

An invocation was given by Library Director Monroe.

Minutes:

Board Member Epling made a motion to approve the minutes of April 18, 2022 as written. Board Member Van Nosedol seconded the motion. The vote to approve the minutes of April 18, 2022 as written was unanimous.

New Board Member:

New Board Member Jennifer Nackowski was welcomed to the Board.

Board Member Duties and Responsibilities Review:

Director Monroe reviewed Board Member duties and responsibilities. The Board serves as an advisory board to the City Council. Members follow a three year strategic plan, and their main responsibility is advocating for the library. Other duties include policy review, training, public relations, hiring input and continuing education. Director Monroe said the Board can serve as the library's eyes and ears in the community.

Board Member Nackowski asked what the best way was to advocate and provide outreach for the library. Director Monroe noted the library is involved with story time, summer reading, STEM after school programs and is looking into the possibility of working with seniors and the assisted living center.

Board Member Nackowski asked how busy the library was. Director Monroe said an annual report of statistics is prepared for the State, and the library continues to meet the standards set.

The recent library employee hiring was reviewed.

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Board Secretary Election:

Board Member Van Nosedol nominated Board Member Epling as Board Secretary. Board Member Smith seconded the nomination. Board Member Epling accepted the nomination. No other nominations were received. The vote was as follows:

Linda Midgley	Aye
Lori Epling	Aye
Jennifer Nackowski	Aye
Dawn Van Nosedol	Aye
Noelle Smith	Aye

By a unanimous vote, Lori Epling was elected as Board Secretary.

July 24th Book Sale:

The annual book sale is scheduled for July 23th, from 11-2. Director Monroe informed the Board that the set-up of tables and books for the sale will take place at 8 A.M. on Friday, July 22nd, and that the clean-up will be at 8 A.M. on Monday, July 25th. Books that are not sold are brought to area thrift stores.

Library Report:

Director Monroe distributed copies of the standard financial report for the Monroe City library. She reviewed the various grants the library receives, including the CLEF, CARES and ARPA grants, and what projects the funds are used for. The CARES grant paid for a Chrome book and Hot Spot. Information on filtering for the Hot Spot is being researched.

Director Monroe said the State had provided 90 home Covid tests to the library. The City office is distributing some of these.

New Business:

Board Member Van Nosedol suggested the Library be involved with back to school activities. It was suggested books from the 24th book sale be distributed at the school on August 18 in conjunction with the activities. Chair Midgley and Board Member Nackowski will contact school principal Chet Heath regarding the feasibility of distributing the books. A paper regarding library activities, such as STEM, could be inserted in the books. Information regarding STEM could also be distributed at the time of the science fair.

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Next Meeting:

Board Member Smith made a motion that the next meeting be held October 10, 2022 at 5 P.M. Board Member Epling seconded the motion. The vote to hold the next meeting on October 10, 2022 was unanimous.

Adjournment:

Vice Chair Runolfson made a motion to adjourn. The meeting adjourned at 5:37 P.M.