Emery County Library Board
Minutes for Meeting on February 10, 2021 at 9:00 am
Canyon Room, Emery County Administration Building, 75 E Main ST, Castle Dale, UT 84513

01. Welcome
Carolyn Carrasco called the meeting to order at 9:03 am and welcomed those present: Bill Dellos, Deanna Hansen, Justin Queen, Tanie Worthen, Commissioner Gil Conover, Desirée Malley, and Joe Fielder

02. Public Comment
No public comment was made.

03. Discuss/Approve/Deny minutes from October meeting
Bill Dellos moved to approve the minutes as presented. Justin Queen seconded the motion. Motion passed.

04. Ratification of acceptance of the Borrower Support Grant
Desirée Malley presented information on the Borrower Support Grant, stating that under the grant the Utah State Library will reimburse up to $2,200.00 for postage costs associated with Interlibrary Loan services between January 1, 2021 and June 6, 2021.Desirée Malley states that there is a competition amongst libraries awarded the grant to increase their ILL by the greatest percentage during the grant, which will result in the awarding of prize money. Desirée Malley stated the deadline to submit the signed grant was January 4, 2021, and two Commissioners approved the signing of the contract. Desirée Malley requests the Library Board ratify the approval of the grant. Bill Dellos moved to approve the ratification of the Borrower Support Grant. Deanna Hansen seconded the motion. Motion passed.

05. Ratification of acceptance of the ASSET Program - Phase 2 Grant (LSTA)
Desirée Malley presented information on the ASSET Program - Phase 2 Grant (LSTA), stating that Emery County Libraries were awarded an LSTA Reimbursement Grant for up to $8,980.00 to fund Phase 2 of the ASSET Program, which will provide 3 additional Chromebooks with bags and headphones to each library. Desirée Malley stated that these Chromebooks will be available for checkout along with the hotspots that were purchased in 2020, and the grant will fund promotional materials to publicize the ASSET Program. Desirée Malley stated the deadline to submit the signed grant was January 8, 2021, and two Commissioners approved the signing of the contract. Justin Queen asked how the Chromebooks have been used thus far. Desirée Malley stated that the usage has varied by location based on community need and indicated an intention to review the usage data on the Chromebooks after the grant to determine if reallocation of resources is appropriate. Desirée Malley stated that the initial launch of the ASSET Program focused on equitable distribution of the resources across the libraries, but, ultimately, use will determine reallocation of the resources. Desirée Malley stated that the library staff is currently advertising the ASSET Program at the parent teacher conferences, which may increase the usage of the Chromebooks. Carolyn Carrasco stated that she audited four libraries, and she noted that she would like to see a report on the monthly usage of the Chromebooks. Desirée Malley stated she can include that information in her director's report. Comm. Conover stated that the Chromebooks offered at the libraries are set up by the school district to access the programs used by the school district. Comm. Conover noted that the school district has also pursued grants to purchase additional

Chromebooks, so the need for the Chromebooks has shifted. Desirée Malley stated that we are seeing at least ten children who are regularly using the Chromebooks, which provides those children with a valuable resource they would not otherwise have. Bill Dellos stated that he observed a Chromebook being checked out at the Castle Dale Library during his visit to the library. Carolyn Carrasco asks if the Chromebooks were purchased with a grant. Desirée Malley stated that the ASSET Program has been fully funded by grants through the Utah State Library. Justin Queen stated that he appreciates the access to technology created by the Chromebooks and expressed concerns that the Chromebooks are set up by the school district, making them difficult to use by the general public. Desirée Malley stated the primary use of the Chromebooks is by school students and stated that she is exploring other opportunities to provide resources to meet the needs of the adults of the community, including placing a laptop for circulation in each library. Bill Dellos moved to approve the ratification of the ASSET Program - Phase 2 Grant (LSTA). Deanna Hansen seconded the motion. Motion passed.

06. Ratification of acceptance of the Bringing 21st Century Meetings, Presentations, and Training to Emery County Grant (LSTA)
    Desirée Malley presented information on the Bringing 21st Century Meetings, Presentations, and Training to Emery County Grant (LSTA), stating that Emery County Libraries were awarded an LSTA Reimbursement Grant for up to $13,712.00.00 to fund the purchasing of 10 iPads Airs, 2 iPad Pros, and accessories including a magic keyboard and Apple pen. Desirée Malley stated that the iPads are intended for adult usage, primarily because we do not have a way to filter the iPads when they are off site. Desirée Malley stated these resources are for use by adult patrons to participate in and/or facilitate meetings, presentations, and training. Desirée Malley stated the iPads can be checked out as a set or individually and stated the iPads could be used at an event to allow attendees to participate in interactive games. Desirée Malley stated the cost of this project is fully funded by the Utah State Library. Justin Queen asked if people had requested these resources be made available. Desirée Malley stated that patrons did request access to technology to be able to participate in online meetings and stated that owning a set of iPads will also assist in meeting the needs of libraries as well as Emery County. Deanna Hansen asked if there would be training provided to the library staff on the new technology. Desirée Malley stated that training will be provided to the library staff, and the Information System Department will also be available to assist as needed. Desirée Malley stated she will provide several opportunities for the library staff to participate in online meetings to facilitate the staff becoming familiar with the devices. Desirée Malley stated the deadline to submit the signed grant was January 8, 2021, and two Commissioners approved the signing of the contract. Bill Dellos moved to approve the ratification of the Bringing 21st Century Meetings, Presentations, and Training to Emery County Grant (LSTA). Deanna Hansen seconded the motion. Motion passed.

07. Ratification of acceptance of the Community Library Enhancement Funds (CLEF) for the development of local public library services
    Desirée Malley presented information on the Community Library Enhancement Funds (CLEF) for the development of local public library services, stating that each year the Emery County Library System is awarded a CLEF grant based upon our remaining certified and submitting all of the required reports to Utah State Library, and this year we were awarded $7,100.00. Desirée Malley stated that this year the Utah State Library began an electronic signing process for its contracts and explained the process. Desirée Malley stated it is her intention to use those funds to create an ADA

accessible entrance to Huntington Library by installing a concrete walkway from the parking lot to the rear door. Desirée Malley stated a hope to then be able to replace the uneven concrete in the front entrance of Huntington Library.Bill Dellos asked if this project includes work on the Castle Dale Library? Desirée Malley stated that this project does not include Castle Dale Library and stated the reason for focusing on Huntington Library is because the problems with Huntington Library's concrete were egregious. Desirée Malley stated Joe ground down the concrete at the Huntington Library to try to deal with the immediate issues, but that there are long term problems that grinding the concrete did not resolve. Desirée Malley stated that the uneven concrete poses a serious liability for Emery County. Carolyn Carrasco stated that she almost fell on the uneven concrete and asked if we had received any bids on repairing the concrete. Comm. Conover stated that not all companies prepare bills for free, especially if they are not awarded the job. bills are free. Bill Dellos asks if the city sidewalk would be included in the project. Carolyn Carrasco and Joe Fielder state the sidewalk owned by Huntington City is separate from the sidewalks owned by Emery County. Desirée Malley stated that the solution to the uneven sidewalk is going to require a professional based on her conversations with Jeff Guymon about the Huntington Library concrete. Carolyn Carrasco recommended seeking out bids from several concrete companies to complete the project. Joe Fielder stated the way the concrete is laid out is problematic from a building maintenance standpoint because there is a lip between every block, which makes clearing snow difficult and poses a serious tripping hazard.Bill Dellos moved to approve the ratification of the Community Library Enhancement Funds (CLEF) for the development of local public library services. Deanna Hansen seconded the motion. Motion passed.

08. Ratification of Emery County Library System FY2021 Budget
    Desirée Malley presented information on the Emery County Library System FY2021 Budget, stating the budget was changed from the budget proposed in October of 2020 as a result of the 3% increase for employees. Desirée Malley stated that the end of FY2020 was a little odd because we spent almost $64,000 on the hotspots, which was not reimbursed until 2021, and, as a result, the funds transferred from 2020 to 2021 does not accurately reflect our fund balance. Desirée Malley stated that when Ms. Tuttle finalizes the 2020 budget; she will be pulling funds from several areas to cover the almost $64,000 spent on the hotspots. Desirée Malley stated that not spending down to the last cent made it possible for the library budget to cover the almost $64,000 shortfall without needing to borrow funds until the reimbursement arrived. Desirée Malley stated that at the end of 2021, Ms. Tuttle will once again adjust the accounts to reflect the almost $64,000 being received and part of the 2021 budget. Desirée Malley stated that there is a high likelihood that several line items could run negative this year due to the $64,000 not being there when the year began, including 4800: Special Department Supplies, which is the line we use to pay for our programming. Desirée Malley stated that her intention is to leave the FY2021 budget as it stands because reopening the budget would require a process, including going through a Commission meeting. Deanna Hansen stated she was glad to see money was allocated for training and asked if the money in the iHub line is rollover from the previous year. Desirée Malley stated that is correct. Deanna Hansen asks for what the line designated as Special Department Equipment is intended. Desirée Malley stated that the Special Department Equipment line is used to pay for chairs, desks, and furniture. Deanna Hansen asked about the Special Department Supplies and Special Department Equipment lines. Desirée Malley stated that the Special Department Supplies line is what we use to pay for the programming, and the Special Department Equipment line is what we use to pay for any equipment we purchase, like Melodie's chair. Carolyn Carrasco stated that

Melodie's chair needed to be replaced. Desirée Malley stated that the Coal Strike Team gave $15,000 to the iHubs project, which is why the amount of that line item increased. Bill Dellos moved to ratify the Emery County Library System FY2021 Budget. Deanna Hansen seconded the motion. Motion passed.

Carolyn Carrasco asked what the total amount of grant money received in 2020. Desirée Malley stated that revenue from grants totaled $43,609.00.

Justin Queen stated he is still confused about the accounting process. Justin Queen asked if the accounting is cash-based. Comm. Conover stated that the accounting is based on a calendar year, so 2020 books have to close before 2021 open. Justin Queen asks if the County uses a cash-basis for accounting. Desirée Malley stated that the Clerk/Auditor's Office operates based on line items, and the Treasurer's Office operates on a total account balance. Desirée Malley stated that she tracks all revenue and expenditures to make sure the library's total account balance is always positive.Desirée Malley reviews the receipting process for Emery County. Bill Dellos asks if the money can be moved between line items. Desirée Malley stated that money can be moved between lines in the budget without having to reopen the budget.

Carolyn Carrasco states that, according to her calculations, there was $107,690.00 in grants received in 2020 and offers kudos to Desirée Malley.

09. Maintenance Report

Joe Fielder stated that all of the systems have been winterized and all of the lawn mowers are stored at the Aquatic Center. Joe Fielder stated that he wants to do winter maintenance on the mowers in the next few months. Joe Fielder stated that fall clean up went well with the new mower. Joe Fielder stated that he pulled the bushes out from in front of the Castle Dale Library and planted grass in its place. Joe Fielder stated he checked the fire alarms at all of the libraries, and none had issues. Joe Fielder states his audit of the electrical equipment showed no trouble. Joe Fielder stated all of the furnace filters have been replaced. Joe Fielder stated that someone fell down at the Senior Citizen Center and stated that he placed a walk mat there. Joe Fielder states he did the cement grinding during the summer. Joe Fielder asks any new cement that is installed be done smooth to avoid the issues with the current cement. Joe Fielder states he is working on the water filter changing at Elmo Library. Joe Fielder states the rubbers are starting to rot in a lot of the toilets due to age. Carolyn Carrasco asked about the orange line at Orangeville Library running to the gas meter, inquiring if that line is going to be dug up, and, if it is dug up, will it be put back the way it was. Joe Fielder stated that he spoke with someone from Dominion who said they are checking all of Emery County for gas leaks. Carolyn Carrasco notes Dominion Energy did check her home. Comm. Conover stated that this could be part of a blue stake project. Joe Fielder stated he will research to find out what is going on with the line. Carolyn Carrasco asked about solutions for the snow removal in Orangeville because the library staff is clearing the sidewalks, but the city is pushing snow to the sidewalks creating a berm. Carolyn Carrasco stated she is concerned for patrons' safety with the snow on the asphalt. Joe Fielder stated the same thing occurs in Castle Dale. Carolyn Carrasco asked if the City of Orangeville should be taking care of the snow on the asphalt. Desirée Malley stated that if the issue is on the city street, then it is a city issue. Carolyn Carrasco stated that it is on the asphalt. Comm. Conover stated that is a city issue. Desirée Malley stated that Castle Dale City did do a great job of removing the snow from in front of the library recently and commended Ferron

City on doing a great job removing the snow in front of Ferron Library. Desirée Malley stated that, if there are issues at individual libraries, the librarian should reach out to her or Joe to let us know we need to communicate our concerns to the city officials. Joe Fielder stated that the good samaritans who try to help remove snow sometimes create issues and stated that the best option is to discuss the issue with the city. Carolyn Carrasco stated that Orangeville has been short staffed and the three public buildings should be taken care of better. Carolyn Carrasco stated that Melodie did chisel out a path for people to come through that is a little better than it was before. Carolyn Carrasco stated she will address the issue with Orangeville City. Bill Dellos asked if we have issues with mold in the libraries. Joe Fielder stated he was unaware of any issues with mold. Carolyn Carrasco stated that Ferron Library has mold. Deanna Hansen stated that the Maintenance Concerns Report lists a few libraries that have issues with mold. Desirée Malley stated that Castle Dale Library did have an issue with mold in the back corner of the library with mold; however, Joe painted the area with a killing agent to resolve the issue. Desirée Malley stated that we try to address mold issues as they arise, and the nature of the buildings and how they were built makes them vulnerable to mold due to moisture issues.Comm. Conover commended Joe on the job he did with the lawns last year, stating there was not a single complaint about the lawn care, which is a first. Joe Fielder stated purchasing the new mower really helped the lawn care staff out in doing a good job. Joe Fielder stated he is trying to fix the sprinkler system at the Aquatic Center to get rid of the brown spots. Bill Dellos asked if there is any way to lower the ceilings in the libraries. Comm. Conover stated there is a way to do it, but it is a matter of money. Desirée Malley stated that lowering the ceilings is something to consider in our long term plan, but, right now, we are addressing more immediate concerns. Desirée Malley stated that making the libraries more energy efficient is a goal we can address with our long term planning

10. Commissioner Report

Comm. Conover stated that all of the Commissioners have been pleased with the lawn care and impressed that there were no complaints from any of the departments. Comm. Conover stated Joe has done a great job. Comm. Conover stated things are going quite well, and it was good to give all of the employees a three percent raise this year. Comm. Conover stated that Emery County is doing well. Carolyn Carrasco stated that a three percent raise for all employees at a time when most of the country is laying people off is an accomplishment. Comm. Conover stated that Emery County's unemployment rate is currently 4.3%, which is really low. Desirée Malley stated the increased wage also assists with recruitment because having a competitive wage is essential when you are trying to attract people to a position. Carolyn Carrasco stated that she has a cousin staying with her who has stated that Emery County is a great place to live.

11. Board Reports

a. *Carolyn Carrasco reported on Emery Library, Ferron Library, Huntington Library, and Orangeville Library.* She stated that Emery Library is doing story time packets to hand out each Monday, and the sewing and quilting classes for adults have resumed. She stated that they are averaging about five adult women working on the quilting project during each session, and there is one girl who comes on Mondays at 4:00 pm for private lessons. She stated the book club is averaging nine people. She reported that the hotspots are being checked out, but the Chromebooks are not. She stated that everything is working order. She stated that Marian questioned why the library could not be open on Fridays if Marian is there five days a week (instead of four days a week). She reported that Marian is grateful for the camera because she has had a couple scary

experiences with people travelling through the area. She reported that Colleen is “limping along”. She reported that Colleen has posted flyers in the library and at the post office regarding the opening for an assistant librarian at Ferron Library. Desirée Malley stated that Mary Huntington approved the flyers and encouraged everyone to keep her in the loop as we follow Emery County hiring policies and procedures for filling the position. Carolyn Carrasco stated that Colleen feels story time is not doing as well as it was prior to the pandemic because she is down to six kids. She reported that Ferron Library distributed 54 Valentine Day Card Packet Cut Outs, has done bingo, and other packets for kids to take and make. She reported things are going well at Huntington Library. She reported that 5 school classes are coming to the library each week. Comm. Conover asked about the various schools using the libraries. Desirée Malley stated that each individual school has been allowed to decide if they will or will not allow classes to go to the library during the pandemic. Desirée Malley stated that the libraries are open and welcoming classes that want to come, and she anticipates that the classes will resume coming to the libraries once the pandemic is over. Carolyn Carrasco stated that Becky reported her story time numbers had dropped, but they are still seeing an average of 11 children at story time. Deanna Hansen stated that the policy that anyone over the age of two has to wear a mask has deterred many parents from taking their toddlers to public events because it is difficult to have young children wearing masks. Carolyn Carrasco stated that two people are checking out the hotspots. She reported that the polygamist group who homeschools their children are checking out an average of 25 history books per month. She reported that the crowd coming from 7:00 pm to 7:30 pm is not large and stated that the loss of hours from 9:00 am to 9:30 am cost them several patrons who stopped by the library while out to the post office and grocery store.She reported that the Orangeville Library has four programs running each Wednesday. She reported that they are constantly making packets to send home with kids, and many kids are taking advantage of this. She reported that the genealogy class will resume in March, and she stated that she is in constant communication with the members of the class. She reported that Valentine’s Day packets have been going out well. She reported that the hotspots are being checked out, but the Chromebooks are not. She reported that there have been problems with the wifi as well as with Orangeville Library’s Facebook. Bill Dellos stated that Castle Dale Library is having similar issues with using different browsers. Desirée Malley stated that the age of the computers could be contributing to the problem. Carolyn Carrasco asked if it was the age of the computer rather than the connection that is an issue. Desirée Malley stated that, while the connection might have occasional issues, that the failure of the programs to launch is more likely indicative of a computer issue. Carolyn Carrasco stated that she went over to print all of the materials for the meeting and was unable to print. Carolyn Carrasco expressed concern that tourists might not be able to print if we don’t resolve the issue. Desirée Malley stated that she has found that her laptop does not have issues connecting to the internet in the libraries; however, she has had issues with the PCs inside the libraries when tries to use them to print. Desirée Malley stated that we need to get a rotation started to replace the computers because as they age they are getting slower, which is frustrating to our patrons. Desirée Malley stated that she would like to write a grant to get some funds to purchase new computers as well as including replacing/updating technology as part of the strategic plan. Carolyn Carrasco asked Justin Queen how Green River is doing with their computers. Justin Queen stated that the computers are really slow. Carolyn Carrasco expressed concern over the iHubs if the computers are slow. Desirée Malley stated that the iHubs will get a new computer and most users will bring their own devices. Desirée Malley stated that, if the wifi was super slow at all locations, we

would not see the people sitting outside the libraries connecting to the wifi. JoeFielder stated that he sees a lot of twenty-somethings plugged into the electricity and connecting the wifi at the libraries. Desirée Malley stated that she doesn't mind the occasional person plugging into the libraries to charge a device while s/he is using the device on the wifi; however, she has instructed the library staff to contact law enforcement if we have someone living in a vehicle who has run an extension cord from the vehicle to library to operate their devices.

b. *Deanna Hansen reported on Cleveland Library and Elmo Library.* She stated that she has been to Elmo Library in the past few months, but she has not been able to visit Cleveland Library. She reported that she is pleased that Elmo Library is using their Facebook page to keep people informed about what is happening. She reported that Elmo Library is currently distributing Valentine's Day packets like many of the other libraries. She reported that they are still doing a preschool story time as well as a home school story time. She reported that they are spotlighting books. She reported that she loves to see how the Elmo Library reaches out to the community and reported that the availability of the Chromebook is advertised on their February Newsletter on their Facebook page.
c. *Bill Dellos reported on Castle Dale Library.* He stated that he met a woman at the Castle Dale Library who is interested in becoming an assistant librarian at Ferron Library. He stated that the computers at the Castle Dale Library are slow. He reported that one computer had not come on for several days and then started working again. He stated the library is having a Nice or Nasty program with books this month. He stated that the librarian gets calls asking why the library isn't open on Saturdays. He reported that the library participated in the Worldwide Reading Event and gave away 60 books. He reported that she is doing four Head Start classes for Carbon County as well as some for Emery County. Carolyn Carrasco commented that it has been going on for a while. Bill Dellos reported the hotspots are being checked out. He reports that people aren't being charged to ILL books through the State. Desirée Malley stated that it is part of the Borrower Support Grant, and all libraries are encouraging their patrons to take advantage of the service. Bill Dellos reported that there is an ice patch that develops in front of the library where the water runs off the canopy on the front of the building. He reported that they are doing a sugar egg program and has six or seven women participating. He reported that he observed many children coming into the library, acting at home when they are there. He reported that there is a large number of people participating in her book club. He reported on many of the programs offered at the library. He recommended the lady he met at the library for the assistant librarian position at Ferron Library. Desirée Malley stated that anyone interested in the position should submit a résumé to Mary Huntington.
d. *Justin Queen reported on Green River Library.* He stated that he is glad that kids are able to access resources in the libraries. He stated that he is available to do training with the library staff on working with children. He stated that things are going well in the library even though Green River Schools are closed for a few weeks due to COVID-19. He stated that the library is not doing in-person programming at this time; instead, they are doing packets. Desirée Malley stated that the Green River Library is doing home delivery of the packets one day each week. Carolyn Cararasco states our librarians are unbelievable. Justin Queen stated the library staff is doing a lot of extra work as a result of the DMV being placed in the Green River Library and asks if there is any way the work could be split up more by the library being open on Friday even for four hours or the librarians getting more hours somehow because there aren't enough hours for them to get everything done. Desirée Malley stated that long term we would like to look at expanding Green River Library's hours, especially since they do not have any libraries

near them; however, at this time, we cannot give them more hours. Desirée Malley stated that adding hours for the Green River Library is something we can consider in our long term plans as we move forward with strategic planning. Bill Dellos states that we have been discussing opening Green River Library on Fridays for a while and asks when are we going to decide. Desirée Malley stated that we don't have the resources to make that decision at this juncture because opening on Fridays would have a significant cost; however, if opening Green River Library is a priority for the Library Board, then we need to include it in our strategic plan and work toward reaching that goal by taking steps to free up the funds we need to make it happen. Bill Dellos asked if we are dealing with money. Comm. Conover stated that it is about money. Bill Dellos asked how much it would cost to open Green River Library on Fridays. Desirée Malley stated the added cost would be the insurance and the additional cost of the hours. Desirée Malley stated that she could get with Mary Huntington to find out the exact cost and have that information for the board at the next meeting. Bill Dellos stated he would like to know the cost. Deanna Hansen asked if there is an unconscious or conscious plan to reduce the full-time positions as librarians retire. Desirée Malley stated it is not her intention at this time to reduced the number of full-time librarian positions as librarians retire; however, if situations arise where we lose revenue or the tax income is reduced to the point that the libraries can no longer operate with the current expenses, then we would have to consider all positions to reduce all costs. Deanna Hansen asked if that means that making the Green River librarian position full time would be adding a full-time position (bringing the total from seven to eight). Desirée Malley, in theory, that is what we are talking about contemplating by finding out what the cost would be and determining if there is a way to afford that expense. Deanna Hansen stated that she likes the we are trying to keep full-time benefits for librarians and stated that Green River citizens do get ripped off because there are not any other libraries near Green River. Deanna Hansen stated she agrees with Bill that Green River Library needs more time. Carrolyn Carrasco asked how far Green River is from Castle Dale. Comm. Conover stated that it is between 90 and 100 miles away. Desirée Malley stated that expanding the Green River Library hours has been something that has been contemplated since she became director; however, it is something that we have to work out the logistics to make happen. Deanna Hansen asked if Desirée Malley can talk to Mary Huntington to find out the cost and stated she would do a fundraiser for Green River to help make this happen. Deanna Hansen stated she would like to find a way to allocate funds for the expansion of Green River Library's hours, especially now that the DMV is in the library. Carolyn Carrasco asked if the DMV is State or County. Comm. Conover stated that the DMV is State, but it has to be in a County facility. Carolyn Carrasco asked if the State was going to give the libraries a little extra for money. Comm. Conover stated that Emery County is paying the Green River librarian and assistant librarian an added amount for taking on the additional duties. Carolyn Carrasco stated that she knows the librarian and assistant librarian are getting additional wages, but she asked if the State is giving the library extra for hosting the DMV in the Green River Library. Comm. Conover stated the State is not. Carolyn Carrasco asked why not. Comm. Conover stated that it is a benefit to the Green River citizens. Carolyn Carrasco stated that maybe we could ask the new governor to ask for the State to pay for the use of the Green River Library to provide DMV services. Comm. Conover stated that you can ask for the funds if you would like. Deanna Hansen stated that she wants to be notified if there is anything the board can do to help because, as she looked at the budget, she started wondering why people never leave money in their will to the library system. Desirée Malley stated that people did leave large amounts of money to the library where she served on the board in Kansas, and that library

was able to use the profits off of the investment of the money to make purchases and initiate programs for that library. Desirée Malley stated that, unfortunately, people in this area have not traditionally left large sums of money to the library in their wills. Desirée Malley stated that she would follow up with Mary Huntington and get the information for the board on the cost of the proposed change. Desirée Malley stated that, ultimately, the decision needs to be made as part of the strategic plan through recognizing the needs of the communities and discussing how best we can meet these needs. Carolyn Carrasco asked what needs to be done to ask the governor for funding. Deanna Hansen stated that we should wait and see what Mary Huntington says before we take any action. Bill Dellos asked why we have to do what Mary Huntington says. Comm. Conover replies that this is Emery County, and we have to follow Emery County's rules. Bill Dellos stated that he has been to Green River a lot and has noticed that there are things that Green River is not getting that the rest of the County is getting. Comm. Conover stated that there is not anyone present that disagrees with Bill's point; however, before any action can be taken, first we must determine the cost of the proposed action and come up with a plan to fund the action. Bill Dellos stated that we have been looking at this for quite a while. Comm. Conover stated that you have to start with looking at the cost. Desirée Malley stated that things have changed since the first time we contemplated expanding the Green River librarian position, namely the wages have increased as a result of the cost of living increases as well as the added wages for taking on the DMV duties. Desirée Malley stated the cost of insurance shifts each year as well, so we need to get updated information from Mary Huntington in order to have an informed conversation on the true cost of the proposed change. Desirée Malley stated that, even after the cost is known, there will still be a process that will need to be followed before any change can be made. Carolyn Carrasco asked that the information on the cost obtained from Mary Huntington be shared with the board prior to the next scheduled meeting. Desirée Malley stated she can do that. Carolyn Carrasco asked what the next step would be as far as getting funding. Comm. Conover stated that first we need to see what the number is and second we look at the budget to determine what can be shuffled to afford the cost. Comm Conover stated that there is a request from Emery for the same thing, and that request also has to be considered. Justin Queen asked who paid for the DMV position in Green River before it was delegated to the library. Comm. Conover stated that position was paid for by Green River City; however, the State of Utah determined that it could not be a city entity that housed the DMV, rather it had to be in a county facility. Comm. Conover stated that he gives kudos to the Green River library staff because they proposed housing the DMV in the Green River Library to bring that service to Green River. Justin Queen stated that the DMV services were not available in Green River for a while. Caroloyn Carrasco asked how the Green River citizens accessed DMV services. Comm. Conover stated they had to come to Price or Castle Dale or Moab for service. Carolyn Carrasco stated that she wants the board to be told what needs to be done next so they can do it. Desirée Malley stated she would send out a separate email with the requested information to initiate a conversation amongst the board. Bill Dellos stated that he wants to know what it will cost to open Green River Library on Fridays. Desirée Malley stated the largest cost will be personnel because the additional utilities and such should not be a major expense and would be difficult to forecast with the data we have now. Comm. Conover stated that getting the information from Mary Huntington is the starting point to continue this conversation. Carolyn Carrasco stated she is willing to do what she can to make this happen and is hopeful we can get some help from a rural-minded governor. Bill Dellos stated that he is friends with Governor Cox. Carolyn Carrasco stated Bill Dellos is in line to make a home phone call to the governor to

discuss our needs. Carolyn Carrasco inquired about the geography of Green River, and several board members stated the other side of the river is Grand County. Comm. Conover stated that Emery County annexed the businesses on the East side of the river. Bill Dellos stated that this was a result of Emery County educating the kids from the East side of the River. Comm. Conover stated it also had to do with law enforcement and several other county services. Carolyn Carrrasco stated she will look forward to Bill Dellos' report and advice on the next steps the board can take.

12. Director's Reports

Desirée Malley presented the director's report. Desirée Malley gave the board members each a copy of the 2021 calendar. Desirée Malley presented information on the REALM Study and updates. Desirée Malley explained the varying quarantine periods at the libraries. Bill Dellos stated he was surprised that all of the books are washed before they are reshelved. Desirée Malley stated that all books are disinfected before returning to circulation per the recommendation of the health department. Desirée Malley stated that, as of this morning, 13 AT&T hotspots and 13 Verizon hotspots are checked out. Desirée Malley stated that the total library visits in 2019 were 78,335, and the total library visits in 2020 were 61,626. Desirée Malley stated that many libraries have seen their total library visits cut in half and staff being reduced; by contrast, Emery County not only maintained our staff but actually increased staff by increasing Joe's hours and adding two seasonal employees in 2020. Desirée Malley reviewed the 2020 Revenue Reports, acknowledging that the revenue was down in 2020 due to the pandemic and closures. Desirée Malley reviewed the 2020 and 2021 expenditures.

13. Discuss/Approve/Deny recommendation to Emery County Commission for Emery County Library Board member

Carolyn Carrasco stated that we have seven rsumés for consideration. Justin Queen stated that he reviewed the bylaws and noticed that the library board could be composed of 5 to 9 members. Justin Queen stated that geographic distribution is important so we want to select a person from Ferron or Emery and asked if we could add a position for a person from Huntington as well. Carolyn Carrasco stated she agreed that it would be good to consider location when recommending a new board member, especially with regards to the Ferron and Emery. Carolyn Carrasco stated she would like to endorse Cynthia Grant and stated Cynthia's qualifications. Deanna Hansen asked if Justin is recommending the board select two people to recommend to the Commission from the applicants. Justin Queen stated that is his recommendation. Deanna Hansen and Carolyn Carrasco stated they agree with Justin's recommendation. Desirée Malley reminded the board that the board will make a recommendation to the Commission; however, ultimately, the Emery County Commission will choose who they appoint to the board. Carolyn Carrasco asked if anyone knows anyone personally who has submitted a résumé to be appointed to the board. Bill Dellos stated that Cynthia is great. Deanna Hansen stated that, based on the résumé, Tanie Worthen was impressive, especially with her education background. Carolyn Carrasco stated there were also applicants from Emery. Deanna Hansen stated that one was Denise Allen, whom she does not know, and Tammy Funk, whom she does know and believes she would be good as well. Deanna Hansen stated that she knows of Katie Player, who is super talented and very community oriented. Justin Queen stated that when considering the applicants from Ferron and Emery, his recommendation is Tanie Worthen as well. Comm. Conover stated that Tanie Worthen was raised in Ferron her whole life. Carolyn Carrasco stated that Tanie Worthen would give us a Ferron person who could easily travel the fifteen miles or so to visit the Emery Library. Carrolyn Carrasco asks if anyone has any further thoughts. Desirée Malley stated that the board may make whatever recommendation they would like to the Commision with the understanding that the Commission

makes the final decision on appointments to the board. Carolyn Carrasco stated she likes the idea of putting retired school teachers on the board. Justin Queen stated he likes Janet Geary from Huntington since we do not have a board member from Hungtington. Deanna Hansen stated that Katie Player is from Cleveland, and there is not currently a board member from Cleveland. Carolyn Carrasco asks if the board would like to recommend adding two members to the board. Bill Dellos so moved. Deanna Hansen seconded the motion. Motion passed.

Carolyn Carrasco stated that there will be additional costs. Desirée Malley stated the additional cost is minimal and should not deter the board from making the recommendation that the feel is in the best interest of the libraries. Bill Dellos asked if the library board needs to select the two applicants that they are recommending to the Commission for appointment. Comm. Conover stated that the board should select the applicants they are recommending. Carolyn Carrasco called for discussion on recommendations. Carolyn Carrasco stated that location should be considered and go from there. Deanna Hansen stated that she recommends Tanie Worthen as the representative from Ferron and Emery. Bill Dellos stated he believes Tanie Worthen would be a good candidate. Deanna Hansen moves to recommend Tanie Worthen. Bill Dellos seconded the motion. Motion passed.

Carolyn Carrasco stated that there is one additional position on which the board needs to make a recommendation. Deanna Hansen stated that Cathy Cowley is also from Huntington. Coom. Conover stated Kathy is former Comm. Cowley's wife. Bill Dellos asked about Janet Geary's application and was given her letter. Comm. Conover stated that Bill Dellos should know Janet Geary well because Bill Dellos spent time with Janet Geary. Deanna Hansen stated she has concerns about recommending Janet Geary for the position. Justin Queen stated that he does not know any of the candidates personally, so he cannot comment either way. Carolyn Carrasco stated she highly recommends Cynthia Grant and stated her qualifications, including her grandkids in multiple schools in the district. Justin Queen asked what people know about Cathy Cowley. Deanna Hansen stated that Cathy Cowley is very dedicated to her responsibilities and would be great. Deanna Hansen stated that she and her husband are politically active and involved in Huntington events. Comm. Conover stated that Cathy Cowley was also on Huntington City Counsel for a while. Deanna Hansen stated that Katie Player is kind-of younger and a stay at home mom. Deanna Hansen stated that Katie Player is super organized and in the elementary schools all of the time. Deanna Hansen recommends Katie Player. Bill Dellos stated that he does not recommend Janie Geary for an appointment to the board due to past experiences; instead he would recommend Cathy Cowley. Deanna Hansen stated she likes Cathy Cowley and Katie Player as recommendations. Bill Dellos moved to recommend Cathy Cowley for appointment to the board. Deanna Hansen seconded the motion. Comm. Conover asked if Deanna Hansen is also recommending Katie Player. Deanna Hansen moved to recommend Katie Player for appointment to the board. Bill Dellos seconded the motion. Justin Queen asked if the board is now recommending three appointments to the board. Comm. Conover stated that the board can vote down to two recommendations if they so desire. Carolyn Carrasco stated she was recommending Cynthia Grant for appointment to the board. Comm. Conover expressed concerns over having three board members from Orangeville. Carolyn Carrasco asked if the board can recommend three positions be filled. Comm. Conover stated that the library board may make whatever recommendation they would like as long as it is in compliance with the bylaws. Carolyn Carrasco stated that she thinks the board should recommend three positions be filled and stated the recommendations should be Tanie Worthen of Ferron, Cathy Cowley of Huntington, and Katie Player of Cleveland. Deana Hansen and Bill Dellos state that they agree. Carolyn Carrasco stated that a motion is needed. Deanna Hansen motioned that the library board recommend the three aforementioned people for appointment to the board. Bill Dellos seconded the motion. Motion passed.

14. Discuss/Approve/Deny election of chair for 2021

Carolyn Carrasco stated it was time for elections. Desirée Malley reviewed the requirements under the bylaws. Bill Dellos moved that Carolyn Carrasco continue as the chair. Deanna Hansen asked Carolyn how she is feeling about being chair. Carolyn Carrasco stated she feels okay about continuing as chair because she feels she has done well and has a great relationship with the director. Carolyn Carrasco stated her concern for appointing a secretary. Deanna Hansen asked if the election of the secretary can be tabled until the new board members are added. Comm. Conover stated the agenda item can be tabled and appear on the next meeting agenda. Deanna Hansen moved that the elections be tabled until the next meeting. Carolyn Carrasco asked if they could have another meeting before the meeting scheduled in May. Comm. Conover recommended the board not schedule a meeting until after the Commission votes on the appointments to the library board. Desirée Malley recommended that the library board wait to set a meeting until after the notifications have been made on the appointments. Comm. Conover recommended waiting until we had the requested information from Mary Huntington to meet. Deanna Hansen recommended that we have a special meeting to discuss the information from Mary, have an election, and possibly have training since we will have three new board members. Bill Dellos stated that if you move to table this it can be tabled until the next meeting. Desirée Malley asked if the board would like to try to have a meeting on March 3, 2021. Deanna Hansen stated she is willing to move the meetings from Wednesdays if that would help Justin. Justin Queen stated that first Wednesdays are okay for him because everyone is trained. Desirée Malley asked if March 3, 2021 works for everyone. Deanna Hansen asked if first Wednesdays work for Comm. Conover. Comm. Conover stated Wednesdays are okay, but Tuesdays are tough. Deanna Hansen asked if the meeting would be at 9:00 am. Desirée Malley states that will be the plan.

15. Discuss/Approve/Deny election of vice-chair for 2021.
    This item was tabled to be addressed at a future meeting.

16. Discuss/Approve/Deny election of secretary for 2021.
    This item was tabled to be addressed at a future meeting.

17. Discuss Emery County Library System Strategic Plan.
    Desirée Malley presented information about the strategic plan. Discussion occurred. This item was tabled for a future meeting.

18. Adjourn
    Bill Dellos moved that the meeting be adjourned at 11:26 am. Deanna Hansen seconded the motion. Motion passed.