Davis County Library Board Meeting
Headquarters, Auditorium
133 S Main St, Farmington, UT 84025
November 17th, 2022
Called to Order by Jil Craythorne at 1:03 p.m.
Adjourned 1:21 p.m.

**Present:**
Jil Craythorne, Chair
Claudette Eastman
Scott Jones, joined electronically
Connie May
Jennifer Somers
Josh Johnson, Director
Jenny Tankersley
Excused: Lorene Kamalu, Commissioner
Mary Lynne Morgan, Vice Chair

**Guests:**
Lynnette Mills, Deputy Director
Matt Goff, Deputy Director
Ellen Peterson, Deputy Director

**Welcome**
Jil Craythorne welcomed those present and called the meeting to order at 1:03 p.m.

**Public Comments**
There were no public comments.

**Minutes (Action)**
The minutes for October 10th, 2022 were presented for review.
*Connie May moved to approve the minutes of the Library Board meeting held October 10th, 2022. Claudette Eastman seconded. The motion was unanimously carried.*

**Contract Ratification (Action)**
- Utah State Library ILL Grant - $13,337.42 (receivable)
  Ellen explained to the Board how this grant is calculated using a formula based on how many Inter-library Loans the Davis County Library does.
- Square - 2.9% + .30 per transaction (payable)
  Matt explained that Square is the sole provider for Library Market payments. This contract has been ratified by the commission, but is still a work in progress. Jennifer Somers asked what fees patrons would be paying for within Library Market. Lynnette explained the fees are for piano reservations and meeting room refreshments.
- Innovative Interfaces - $800.00 (payable)
  Matt told the Board that this contract amendment is to set up Smart Pay within Polaris. Matt was happy to report that as of Monday, November 14th, the Smart Pay system was working and patrons are able to pay fees with credit cards.

*Claudette Eastman moved to ratify the contracts. Jil Craythorne seconded the motion. The motion unanimously carried.*

**Ratification of Bills - September 2022 (Action)**
The September 2022 expenditures were presented to the Board. There were no questions about the September 2022 expenditures..
*Jil Craythorne moved to ratify the bills for September 2022. Connie May seconded the motion. The motion to ratify passed.*

**Library Closure Proposal(Action)**
Josh explained that the Commission has announced the closure of County offices on Friday, December 23rd. The Board had previously approved the early closure of the Libraries on Saturday, December 24th at 2:00 p.m. Due to the newly announced County closure, Josh proposed the additional closure on December 23rd 24th to more closely match Davis County Government Holidays.
*Connie May moved to approve the proposed Library closure. Connie May seconded the motion. The motion to ratify passed.*

**2023 Board Meeting Schedule Proposed (Action)**
The proposed dates for the 2023 Board Meetings were discussed. The Board agreed on the second Thursday of each month at 1:00 p.m. There will be no regularly scheduled meetings in July or December of 2023.
*Claudette Eastman moved to approve the proposed Library closure. Jil Craythorne seconded the motion. The motion unanimously carried.*

**Proposed Distribution of Free COVID testing kits at Library locations(Action)**
Josh explained to the Board that the Library is working in conjunction with the County and State Health Departments to test the need for free COVID tests. Since November 2nd, the library has given out 2,135 tests at our 7 branches.
*Connie moved to approve the distribution of COVID test kits. Claudette Eastman seconded the motion. The motion unanimously carried.*

**Adjournment**
*Jil Craythone moved to adjourn. The motion was seconded by Claudette Eastman.*
The Board adjourned at 1:21 p.m.

**Next Meeting:** January 12th, 2023 - 1:00 p.m

Minutes Prepared by: Jenny Tankersley Date Approved: