

Grantsville City Library Board of Trustees

Meeting Minutes

Thursday, March 2, 2023, 4:15 p.m.

Approved April 6, 2023

Trustees in Attendance:

Elisabeth Allen (Liz), Vice-Chair (Zoom)
Janet Craven, Chair
Sharon Kuttler, Secretary (Zoom)
Arlene Mair
Courtney Norman

Additional Attendees:

John Ingersoll, Director
Jolene Jenkins, City Council Liaison (Zoom)
Savannah Ewer, H.S. Liaison
Stacy Given, Library Board Applicant

Absent:

Tara Bell

1. Call to Order and Attendance:

The meeting was called to order by Janet Craven at 4:15 p.m. Attendance was recorded as indicated above.

2. Consideration of the February 2, 2023 minutes will be delayed until our next meeting because a quorum was not present during the first part of the meeting.

3. Community Advocacy:

- a. Janet spoke with literacy specialists at the Grantsville and Willow Elementary Schools. Savannah Ewer spoke with Mr. Hermansen, the Key Club advisor at the High School, about the need for summer tutors at the library. He will bring the matter to the attention of the students at their next meeting.

4. Director's Report:

- a. Sandy broke her leg at the beginning of the year and will be out for one more month.
- b. John is teaching technology at the Senior Center twice a week. He is covering the free services offered by Google and answering questions.
- c. John is trying to make Northstar Digital Literacy online assessments available at the library to help our community members improve their digital literacy and job skills.
- d. Arlene asked about resources in Grantsville to help people prepare for and find employment, such as computer training, reading help, resume writing assistance, and other resources.

5. Unfinished Business:

- a. 2023-4 Budget Requests - John's top priority is reorganizing staff to include a Library Page position to free up the Library Technician's time for other projects and activities. John said City Hall has been good to work with. He

would like a part-time outreach assistant, which might evolve into a full-time position.

- b. Utah's Open and Public Meetings Act Annual Training - Janet thanked everyone who completed the annual OPMA online training.

6. New Business:

- a. Policies Review & Updates: Mission & Vision Statements - We will review, possibly revise, and approve our Mission and Vision Statements next month.
- b. John reviewed the presentation he recently gave to the City's Department Heads, Mayor, and City Manager.
- c. We will discuss the Library's 10th Anniversary Celebration next month.

7. No Public Comments.

- 8. The meeting was adjourned at 4:56 p.m. on a motion by Arlene, seconded by Sharon.

- 9. Our next meeting is scheduled for 4:15 pm on Thursday, April 6, 2023 at the Grantsville City Library, 42 North Bowery Street, Grantsville, Utah. It will also be available through Zoom.

Documents Distributed:

- a. Agenda for the March 2, 2023 Library Board Meeting
- b. Draft Minutes of the February 2, 2023 meeting

