

Ephraim Public Library Board

Minutes for Board Meeting held at the Ephraim Public Library
30 South Main, Ephraim, Utah
Tuesday, April 18th at 5:30 pm

- 1) Call to order, Roll Call, Review/Vote to approve minutes from last meeting: Rachel Keller stated that while minutes are available for the last meeting, there was no quorum, so no vote was needed.
 - a) Introduction of new members: Dana Bagnall introduced herself first: she is an author, speaker, holistic health specialist, and manages a Snow College apartment complex. Audrey Thompson introduced herself second: She is from Texas but married a local. She graduated from BYU and is on the Ephraim Elementary PTA Board. Matilda Borrero introduced herself third: she has lived in Ephraim for more than thirty years and works at the Animal Shelter. She has a background in Adult Education. Councilman Steve Lloyd and Chairperson Rachel Keller briefly introduced themselves. Rachel Keller explains the need for a Board secretary and new Head Chairperson when her term ends in June.
 - b) Rachel Keller nominated Audrey Thompson as Library Board secretary; Board member Dana Bagnall seconded. Quorum present, motion passes.
- 2) Public Input (if any): There was no public input, either in person or proxy. The purpose of this item is to allow community or board members to provide feedback. Rachel Keller stated that in her six years on the board, there has not been a community member attend or comment during public input. Board members are encouraged to communicate wishes/desires of community members, particularly when informally given.
- 3) Library Updates—Jennifer: Library Director Jennifer Harward provided several updates to the library:

- a) Cleaning/reorganizing of the library was completed. Several security concerns were addressed via rearrangement of stacks in the basement.
 - b) CLEF Grant funds will be used to upgrade lighting in the near future. Recently, the grant facilitated the purchase of three Microsoft Office software licenses and new headphones. Other planned upgrades include replacing the water fountain with a bottle refill/water fountain combination, diaper changing station, basement circulation desk, and bulletin boards.
 - c) The library is in the process of hiring two new employees, one for the morning and the other for the afternoon. This will address security issues and provide much-needed support.
 - d) Director Jennifer is in the process of reassessing bylaws and fee schedules. Proposed bylaws are distributed, the board will vote in the near future. Discussion of fee/fine schedule across the Consortium.
 - i) Jennifer Harward motions for Ephraim Library card to be extended from one year to three years. Audrey Thompson seconds. Quorum is present, motion passes.
 - e) Rachel Keller recommends one or two policies addressed per board meeting.
 - f) Strategic Plan discussed. Rachel Keller will send the library's community survey results and model strategic plan for each board member to review. Board agrees to meet Tuesday April 25th, 2023 at 5:30pm at the library to review survey results and work on the library's Strategic Plan.
- 4) Programming: Jennifer Harward distributed three-month programming calendars with the caveat that more programs will be added later in the summer and as new employees are added. The library will have a sale for Scandinavian Days and possibly a float in the parade.

Programming will include a Harry Potter month and summer reading program with prizes including Manti City Pool tickets. Potential contest to select or vote on a library mascot discussed.

a) Rachel Keller discussed National Humanities Council Grant. This grant would potentially be used for community writing classes. Rachel will keep the board updated on this grant.

5) Motion to adjourn by Rachel Keller, seconded by Audrey Thompson.