

Grantsville City Library Board of Trustees

Meeting Minutes

Thursday, April 6, 2023, 4:15 p.m.

Approved May 4, 2023

Trustees in Attendance:

Tara Bell
Janet Craven, Chair
Stacy Given
Sharon Kuttler, Secretary (Zoom)
Courtney Norman

Additional Attendees:

John Ingersoll, Director
Savannah Ewer, H.S. Liaison (Zoom)
Layne Koyle (Prevention Services, Tooele
County Health Department)

Absent:

Elisabeth Allen (Liz), Vice-Chair
Arlene Mair
Jolene Jenkins, City Council Liaison

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. Stacy Given made a motion to approve the minutes of the February 2 and March 2, 2023 meetings. Tara Bell seconded the motion. The motion passed unanimously.

3. Community Advocacy:

- a. Summer Tutoring Program - Working with the Boys & Girls Club or Foster Care was recommended. The High School National Honor Society might be a good option for finding tutors.
- b. Barnyard Babies at the Clark Farm on April 29th and May 6th from 10 am to 4 pm - John will send out a signup sheet for trustees to volunteer to help at the library table. Sharon will make new boards for a Story Trail.

4. Director's Report:

- a. John has been attending AA meetings to lend support and has signed up for an Anger Management Class. He has learned about de-escalating situations.
- b. The library received a \$4600 grant to help replace public computers.
- c. Collection update - staff are currently weeding out-of-date or damaged Juvenile nonfiction books.
- d. The library had a table at Grantsville Elementary School's recent literacy night. Informational bookmarks were distributed. Janet and Courtney helped staff the table.
- e. John has been digitizing GHS yearbooks. He plans to borrow a large format scanner and scanning kit from the State Library to digitize additional Grantsville historical documents.
- f. The library has been sponsoring bi-monthly waterwise landscape classes.

- g. The OverDrive app will be discontinued on May 1. Users should switch to the Libby app, if they haven't already.
5. Unfinished Business:
- a. John will send Stacy Given a link to the OPMA Training. All other trustees have completed the training.
 - b. Budget - John met with the Finance Director and City Manager. He asked for three new positions (2 pages and one Associate Librarian). The budget should be ready in June for the 2023/24 Fiscal Year, which begins on July 1.
 - c. Policies Review & Updates: The Mission & Vision Statements were reviewed and approved without changes on a motion by Stacy Given, seconded by Tara Bell. The vote was unanimous.
6. New Business:
- a. Open House on Thursday, April 27 from 5-7 pm - John has invited the mayor, former mayor, past volunteers, and the bookmark contest winners. John plans to arrange for light refreshments, face painting, balloon animals, and displays.
 - b. Library Security - the Tooele City Library has had issues with students showing up at the library during school hours. John is concerned about security. He has talked with Jesse, the city manager, about separating the staff work area from the general public by adding locking doors. John has also ordered lock sets for library cabinets.
 - c. Utah Legislative Update: HB 284, Public Library Background Check Requirements - this bill requires library staff to undergo background checks if they work with children. John is consulting with the City Attorney to determine specific requirements of the law.
7. Public Comments - Layne Koyle is looking for volunteers to help with the annual Chalk Festival and a family picnic in the park on either June 9-10 or August 11-12.
8. The meeting was adjourned at 5:05 p.m. on a motion by Tara Bell, seconded by Stacy Given, and approved unanimously.
9. Our next meeting is scheduled for 4:15 pm on Thursday, May 4, 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 April 4, 2023 Library Board Meeting
- b. Director's Report dated April 1, 2023
- c. Draft Minutes of the March 2, 2023 meeting