

Grantsville City Library Board of Trustees

Meeting Minutes

Thursday, May 4, 2023, 4:15 p.m.

Approved June 1, 2023

Trustees in Attendance:

Tara Bell
Janet Craven, Chair
Stacy Given
Sharon Kuttler, Secretary
Arlene Mair
Courtney Norman

Additional Attendees:

John Ingersoll, Director
Savannah Ewer, H.S. Liaison

Absent:

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

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. Courtney Norman moved to approve the April 6, 2023 meeting minutes.
Tara Bell seconded the motion. The motion passed unanimously.
3. Community Advocacy:
 - a. Barnyard Babies at the Clark Farm, Saturdays on April 29th and May 6th, 10:00-4:00 - The library provided a button maker, bookmarks from the contest, and a Story Trail. Library volunteers, Juan and Laurie, and also John Ingersoll, and Sharon Kuttler manned the table on April 29th. On May 6th, parking will not be available east of the Cemetery.
 - b. John distributed flyers about Grantsville's Saturday Summer Series, the 4th of July Celebration, and the Library's Summer Reading Program, *All Together Now*.
 - c. No summer tutoring this summer.
4. Director's Report:
 - a. John borrowed standard and large format scanners from the Utah State Library. He spoke with Don and Patty Johnson at the Grantsville Family Search Center about possible projects. They have several cabinets of materials that could be scanned. He obtained a list of veterans that are buried at the Grantsville Cemetery. John plans to compare that list with the information at Public Works. Arlene spoke about the planned Veterans' Memorial.
 - b. The library has a long-term volunteer, Juan, who has been translating our forms into Spanish.
 - c. John continues to teach technology at the Senior Center. He taught about ChatGPT recently.
 - d. 10th Anniversary Celebration - John projected a photo slide show that he created using Canva. Nice refreshments were provided. It went well, with about 40 in attendance.

5. Unfinished Business:
 - a. Annual OPMA Training - all Trustees have completed the training.
 - b. Library Security - John is working on getting locking doors between public and work areas. A "First Amendment Auditor" from out-of-town videotaped staff at City Hall and asked questions. He posts his videos on YouTube. The city has developed a Concern/Complaint Form.
6. New Business:
 - a. Summer Reading Program - registration begins on May 12. Library programs will be held every Thursday in June at 4pm.
 - b. Grantsville Summer Events - Flyers were distributed. Jolene organizes these events. Arlene said the concerts at Clark Farm are really good but haven't been well attended.
 - c. Policies Updates:
 - 2.06 Unattended/Disruptive Children Policy
 - 2.07 Displays, Exhibits, Posted and Distributed Materials PolicyTrustees should read through these policies before the next meeting.
 - d. Savannah is graduating this year.
7. Public Comments.
 - a. Tara asked if the library could provide passes to Hogle Zoo or State and National Parks. John said at one time the library checked out State Park passes, but they were never returned. John will check to see if we could provide passes or discounts to Hogle Zoo. John said he bought French language books. Tara mentioned the library staff couldn't find the French books when her husband was looking for them. John will check on that.
 - b. The City Council's proposed budget for FY 2023/24 indicates the library's budget may increase by more than \$100,000, with part of the increase earmarked for another full-timer. It has not yet been approved.
 - c. Stacy Given told us about her background. She has a graduate degree in Library Science and has worked in university and school libraries.
8. The meeting was adjourned at 5:15 p.m. on a motion by Courtney, seconded by Arlene.
9. Our next meeting is scheduled for 4:15 pm on Thursday, June 1, 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 May 4, 2023 Library Board Meeting
- b. Director's Report dated May 1, 2023
- c. Draft Minutes of the April 6, 2023 meeting
- d. Policies 2.06 and 2.07
- e. Flyers for Grantsville's Saturday Summer Series, 4th of July Celebration, and the Library's Summer Reading Program
- f. Grantsville City Report a Concern/Complaint Form