

Library Board Meeting Minutes

April 27, 2023

Attendees: Berna Sloan, Melody Barnett, Susan Callihan, Emily Lee, Mayor Debbie Winn, Amanda Plazier, Kristalle Ford, – Kayla Cameron, Rachel Yei, Steven Peay

7:02 PM Community Room of the Library

Reports:

Tony Graf- absent

Laura Brunswick- absent

Kayla- report on the summer reading program.

Beanstack has been successful for us. A way for patrons to track minutes online.

May30-July 29 Summer Reading Program

After 200 minutes, kids get awards. Beyond 1000 minutes, kids get raffle tickets.

Steve- defer to the mayor– business as usual.

Cameras were installed today.

Rachel and I were given access.

Gearing up for summer reading.

New protocol has been nice- and working.

There is a warning then expulsion- they have only issued 2 warnings for adults sleeping.

The students who were causing issues before haven't been back since the new protocols were put into place.

Mayor Winn- Thanking the library staff- Steve and Rachel. Pleased that the cameras are up. These cameras were already purchased to put in our parks. It was quicker and easier to put them here because they were already purchased. Cameras are in all public access points. We want the staff to feel safe and give access to those who need it. We want to make sure that they feel safe and can check cameras at night. Inside and outside cameras. The cameras aren't on all the time. We only get on when we need to look at something. They record forever and it takes a larger server to keep the video files.

Update on a search for the director. Mayor Winn is thanking the board for our service. Thank you for hanging in there. The circumstances were very unfortunate. I rely on the board and the staff members to run the library and to set the rules. My job is to make sure that is getting done. I've learned a lot about the library in the last two months. I appreciate your service.

Library Director: 39 applicants. 7 didn't complete their applications. It goes out nationwide. I read all the resumes just to make sure. We reduced it by 7 right off the bat. It is very difficult. I have read every application. There are some very good applicants. I've narrowed it down to 14.

Two rounds of interviews. Basic questions to begin- 20-30 minutes max. Get it down to a more manageable 5-6 applicants. We are the only charter city in the state. (Look up charter city.) Mayor appoints the department head- city council- at least 3 of them have to support it. We've had several good applicants. Some are local and some are not. Interviews will start on May 8.

I came tonight. We are not required to post our agenda online because of the charter. In order to keep in line with state library accreditation rules. We will post them so people know what is going on. We aren't against state law- but we do have the recordings. I want to be here to answer questions. Sometimes things are said that may or may not be true. I want you to be comfortable, etc.

Emily Lee: Our role as the board. What the scope of it was. There are a lot of things that we can do that we weren't doing that we could be doing.

Attorney Roger Baker looked over library board documents.

Our role as the board. 1. Making and adopting rules and regulations. WE then present them to the mayor to execute and administer the policies. We do this with the libraries help as they are in the day-to-day. WE also make an annual report to the city council and the mayor. It's on the condition and operation of the library. WE have to work in tandem with the staff to make that report.

We have that authority to be much more involved and we will be.

That's important to me to know that we have things to do rather than just to be here.

I make an annual inspection of the library. In order to stay accredited with the state- one of them is an open meetings act training.

Mayor Winn- There is a video on the state auditor's office. Watch the video and there are questions afterward. If you get one wrong you have to go back and take the quiz again.

An annual thing- they send you a link and you get a certificate that says you passed to know.

We can all do that training.

It's teaching the steps for the open meetings. This is a requirement by the state to stay accredited.

Emily Lee- We should be much more involved in the grants, how they will be used, how they are being written, etc.

Part of our role is a fiduciary- and that money is within our wheelhouse.

Amanda Plazier- Maybe it would be useful to get out in the library and visualize the need, etc.

Mayor Winn- I think that's a good idea. To visualize the library. All of our funding has to be approved by the city council and if the city has a responsibility if it's approved. If I don't have the

money in the budget, I don't have the money in the budget. Most of the grants are coming through the state. We dug a lot and we found the information. You should know what grants have been applied for. There should be a report about grants that have been applied for and what they are being used for.

Emily Lee- Asking for a report with the library staff to update on the staff.

Mayor Winn- A lot of the responsibility was put on a current employee who took another job. The ideal way to do it is to bring it to the board. The funding for the library is Tooele tax payer money. We have to see who is really benefiting from it.
The library budget is larger than the fire department budget.

Steve- We are putting a lot of this on hold because we are waiting for the new director.

Winn- Our liaison with the state is here to help us during the interim.

Emily Lee- Are there other questions? I did pass around that memo.

Winn- Have you seen the emergency policy? I have been getting comments by staff and community members that right now that emergency policy is in effect until May 27th, when summer reading starts. They are in support of making that a permanent part of the policy. They are worried that if it stops, the same situation will happen. That policy can be changed at any point. You can always add or take away from that policy as the board. It comes from me from my signature. The attorney will look over it to make sure if it's legal. I don't know if it's going to work, I don't work here. It's a working document- it always can be changed.

Berna Sloan- no backlash from the public?

Winn- No backlash. Zero complaints. A gentleman was using a computer here at the library looking up inappropriate claims. The gentleman eventually left. IT turned over information to the police and he was turned over to the police and arrested. He was a registered sex offender from out of county. We have to make sure things are legal. It's about the safety of everyone. We are doing the best we can to keep it a safe place- that's our goal.

Emily Lee- Approving the minutes from March 30th.

Any items to discuss.

Amanda Plazier motions.

Kristalle Ford seconds.

Mayor Winn- Minutes are not posted until they are approved at the next meeting. Audio is posted within 3 days of the recording.

Emily Lee-

Melody Barnett motions.

Amanda Plazier seconds.

Meeting Adjourned.