



## Duchesne County Library System

Nov. 17, 2020 @ 4:30 PM: Duchesne County Offices

**Conducting:** Chair Lori Ann Potter

**Welcome / Roll Call:** The meeting began at 4:36. Present: Director Daniel Mauchley, Chair Lori Ann Potter, Vice Chair Jessica Shaw, Commissioner Greg Todd, Secretary Dixie Swasey, Deb Evans, (remotely) Jenny Adams, Kerrilyn Miles

**Patrons in Attendance remotely:** Jordan Lucas, Mona Farnsworth, LaDawn Moon (joined later)

**October 2020 Minutes Approval:** Motion to approve was made by Jenny Adams, the motion was seconded by Greg Todd. The October minutes were approved.

**Approval of 2021 Library Holiday Calendar:** Motion to approve was made by Jessica Shaw and seconded by Jenny Adams. The motion was approved.

**Approval of 2021 Board Meeting Calendar:** A motion to approve was made by Deb Evans, and was seconded by Jenny Adams. The motion was approved.

**Approval of Community Room Policy & Fee Rate Schedule:** Daniel reviewed the reasons for a new policy, briefly reviewed the policy, and explained research that has been done. Events that are free and open to the public-at-large will have no rental fees. Fees must be paid if the event is not open to the public. There is a 45-person limit when people rent the community rooms for private social events. Jordan Lucas asked how old someone needs to be to reserve the room. Mona Farnsworth asked for clarification about who could hold meetings in the community room, particularly community or non-profit groups and what rates they would be charged. LaDawn Moon suggested that the Duchesne Branch could have a different policy than the Roosevelt Branch because the communities are different. Jenny Adams reminded everyone that the county's legal counsel strongly recommended that the policy should be the same for both branches. LaDawn Moon suggested that events for the public-at-large should have a notice that they are indeed open. Patrons in the library may not be aware that they can come into an event otherwise. Amendments to the policy were discussed: (1) to specify that the person reserving the community room should be at least 18 years old (2) that people should put a sign on the door during the event inviting the public-at-large if it is a public event and rent-free. A motion to approve the Community Room Policy & Fee Rate Schedule including the amendments made in this meeting was made by Jessica Shaw and seconded by Dixie Swasey. The motion was approved.

**CIB Presentation of Roosevelt Library: Dec. 3:** The meeting will be conducted virtually. Daniel Mauchley and Greg Todd will be presenting.

**Other Building/Project Updates:** State procurement for our contractors will be required beginning Jan 1. The design for the metal structure skeleton must be done before the rest of the building can be designed. Three firms submitted bids. Busks Inc. from Richfield was awarded the bid. We need to finish the purchase of the land from Roosevelt City. We are looking at furniture. There was a patron donation

of \$600 for the Roosevelt building by Bill Newsome. We may want to solicit donations from patrons. Mountain America donated \$3,000 a few years ago.

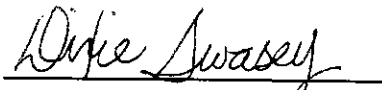
**Discussion of October Statistics / Budget Report / Consent Agenda**

**CLOSED SESSION: Annual Evaluation of Library Director:** A motion to move to closed session in order to evaluate the Library Director was made by Greg Todd and seconded by Jenny Adams. All were in favor. The open session was adjourned at 5:56 p.m.

The Closed meeting was ended and the entire meeting adjourned at 6:54 with Greg Todd moving to do so and Jessica Shaw seconding the motion.

**Next Meeting** – Tues, Jan. 19, 2021 4:30 PM @ Crossroads Sr. Ctr.

**Minutes approved 01/19/2021.**

  
Dixie Swasey, Secretary