



Regular Board Meeting

June 21, 2022 @ 4:30 PM: Duchesne Library

Conducting: Chair Lori Ann Potter

Welcome / Roll call: The meeting began at 4:30 p.m. Those present: Chair Lori Ann Potter, Vice-Chair Jessica Shaw, Secretary Dixie Swasey, Director Daniel Mauchley, Commissioner Greg Todd, Jenny Adams, and Amy Snow. Deb Evans was excused.

May 2022 minutes approval: A motion to approve the May 2022 minutes was made by Jessica Shaw and seconded by Amy Snow. The motion was approved unanimously.

Dixie Swasey Reappointed by the Duchesne County Commission to 2nd Term on the Library Board

Roosevelt Library Grand Opening Planning: We will begin to plan now because there is a grant available for a community event for up to \$1000 or 25% of the budget. The best attendance will likely be a Saturday event, lasting about 4 hours. Daniel has priced out cupcakes as refreshments and might also have popcorn. Roosevelt Branch's largest event ever had 300 attendees. 400 people is a benchmark for this event. We might also provide mementos for attendees. Suggestions included a canvas book bag with the library façade printed on it, or a commemorative coin with the same design. Daniel is investigating the costs of contracting V6 media for an introductory video of the new library for marketing purposes. He is also pricing every door direct mailing options to send out a postcard promoting the new library and the grand opening. There will be booth activities for children and tours of the library. Past library board members will be invited. The event date was considered, but will likely be in mid-November with construction delays. A land acknowledgement by the tribe might be considered. The American Legion will do the flag ceremony. Utah State Library Division would like to host a table. Something printed on the 3D printer might be used as a memento or prize as well.

Board Training: Q & A About Reconsiderations: House bill 374 was passed in the state legislature. There is now pressure on school libraries to be very careful about books in their collection. We are a public library not a school library, but board members were encouraged to know about this bill and the ramifications for possible reconsiderations.

Approval of Library Grants Policy: This policy was introduced last month. Some grant applications require a copy of our grants management policy and procedures. A motion to approve the Library Grants Policy was made by Amy Snow and seconded by Jenny Adams. The motion was approved unanimously.

Introduction of 3D Printing Policy: 3D printing produces 3D objects from digital designs. It is part of the current wave of technology that we want to offer to our patrons. The policy lists outlines design requirements, patron responsibilities, and library responsibilities concerning printing. This policy will be presented for approval at the next regular board meeting.

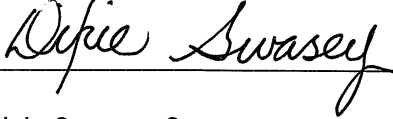
Update on Roosevelt Library construction: Spectra is pulling the Internet wiring. The roof and dry wall are being installed. Staff has been working on the shelving plans and planning where things will be placed.

Discussion of May statistics: Statistics are starting to reach pre-pandemic levels.

Open Discussion: We will add a statement to the long overdue notices to patrons, reminding patrons that they may contact the library management if paying the fines would create financial stress. Jessica Shaw mentioned her Angel Tree idea for allowing patrons to help people who could not pay their long overdue fines. Jessica Shaw also suggested field trips for elementary classes to visit libraries. Dixie Swasey suggested hosting a Story Time at the Altamont Outreach Library at the Moon Lake Building.

The meeting was adjourned at 5:51 p.m.

Minutes approved on 07/19/2022.


Dixie Swasey, Secretary