



## Regular Board Meeting July 19, 2022 @ 4:30 PM: Crossroads Senior Center

**Conducting:** Chair Lori Ann Potter. Those present were Director Daniel Mauchley, Chair Lori Ann Potter, Vice-Chair Jessica Shaw, Secretary Dixie Swasey, Jenny Adams, Deb Evans, and Amy Snow. Greg Todd was excused.

**Welcome / Roll call:** The meeting began at 4:33 p.m.

**June 2022 minutes approval:** A motion to approve the minutes from the June 2022 meeting was made by Jenny Adams and seconded by Jessica Shaw. The minutes were approved unanimously.

**Board Training: Brief review of Library Bylaws Officer duties section:** In preparation for Library board officer elections, Director Mauchley reviewed the duties of each officer: Chair, Vice Chair, and Secretary.

**2022 Library board officer elections:** Board members discussed length of remaining terms of board members.

Deb Evans nominated Lori Ann Potter for Board Chair. Jenny Adams seconded the nomination. There were no other nominations. Board members unanimously voted to re-elect Lori Ann Potter as Chair.

Dixie Swasey nominated Jessica Shaw as Vice Chair. Amy Snow seconded the nomination. There were no other nominations. Board members unanimously voted to re-elect Jessica Shaw as Vice Chair.

Jessica Shaw nominated Amy Snow as Secretary. Deb Evans seconded the nomination. There were no other nominations. Board members unanimously voted to elect Amy Snow as Secretary.

**Approval of 3D Printing Policy:** The 3D Printing Policy was reviewed and discussed at our June meeting. A motion to approve the 3D Printing Policy was made by Deb Evans and seconded by Jessica Shaw. The motion passed unanimously.

**Review of Circulation Policy: No hotspots for patrons in probation phase:** Some patrons are keeping the hot spots very long overdue, impacting the service for many other patrons. A significant amount of these issues appears to come from patrons who open new accounts and then don't return the hotspots after reminders. Changes to the Circulation Policy probation period will make the hot spots more regularly available to patrons past their probation phase. We will vote on approving these changes to the Circulation Policy at our next meeting.

**Updates on Roosevelt Library construction & opening:** One missing roof panel has caused some delays. Dry wall, framing and windows are going in. There have been some change orders that have increased costs, but we are still alright financially. Sidewalks are a challenge with cement shortages in our area. Allred's Landscaping will be doing the landscaping. We are waiting to find out if CIB will cover the cost of furniture. We still have the goal of actually moving in October and having the Grand Opening on November 19.

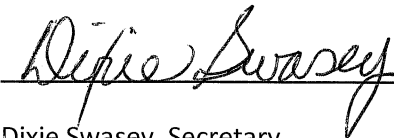
**Discussion of June statistics / Budget report / Consent agenda:** The library system has received over \$27,000 in grants recently for the radio frequency identification/self-checkout project and to supplement physical collection purchasing. Patron numbers are increasing to the highest amounts since the beginning of the COVID pandemic in February 2020.

**Next meeting** – Tues, Sep 20, 2022 4:30 PM @ Duchesne Library

**Questions**

**Tour of the Roosevelt Library Construction Site**

**Minutes were approved 09/20/2022.**

  
Dixie Swasey, Secretary

# Consent Agenda: July 2022

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## **DCL Receives \$17,729 LSTA Grant to add RFID to physical collection**

Director Mauchley pursued and received a Library Services and Technology Act Grant from the Utah State Library Division and the Institute of Museum and Library Services to add radio frequency identification tags to the physical collections of Duchesne and Roosevelt Branch. It will also provide for 2 self-checkout stations at Roosevelt Branch and 1 in Duchesne Branch. Uintah County Library made significant contributions to the project by giving DCL 4 RFID checkout pads which are hundreds of dollars each. Their staff will also assist DCL in setting up the system and training DCL staff. Purchases are being made and the tagging should begin very soon. It is hoped the Roosevelt collection will at least be ready to go before the new facility opens.

## **DCL Receives \$10,000 Physical Collection Grant Extension**

Director Mauchley pursued and received an additional \$10,000 for the grant to make physical collection purchases from the Utah State Library Division funded through the America Rescue Plan Act. This will help bolster on library's budget by helping cover an essential service this year.

## **Statistical highs since pre-COVID reached**

Various statistical highs were reached in June 2022 that were the highest since February 2020, the month before the COVID-19 pandemic set in. The highs include: Roosevelt Branch's physical circulation of 6,717 items; Duchesne Branch's 2,038 patron visits and 175 computer sessions. Roosevelt Branch's patron count of 4,606 was the highest since October 2019.