



Duchesne County Library System

Regular Board Meeting

Nov. 28, 2023 @ 4:30 PM: Duchesne Branch

Conducting: Chair Jessica Shaw began the meeting at 4:32 p.m.

Welcome / Roll call: Chair Jessica Shaw, Jenny Adams, Jesse Walker, Secretary Amy Snow, Vice Chair Deb Evans, Director Daniel Mauchley, Kathryn Crapo.

October 2023 minutes approval: Jenny Adams motioned to approve the minutes of the October 17, 2023 meeting. 2nd from Kathryn Crapo. The board approved unanimously the minutes as written.

Recognition of American Petroleum Institute-Uintah Basin Chapter's Combined Donation of \$2,000. Last year the local API chapter donated \$1,000 to the furniture, furnishings, and equipment campaign for the new Roosevelt Library. Last month, they presented the library with an additional \$1,000 donation to the campaign. The board appreciates their generosity to the library.

Library Staff Recognitions: Melanie Petersen (Roosevelt Branch)-County Employee of the Month in October. Stephen Moon and Daniel Mauchley received the Chamber of Commerce Above and Beyond Award.

Board Training: Evaluating the Library Director & Self Evaluation. The board reviewed the process of evaluating the library director.

Approval of 2024 Library Board Meeting Schedule. The board reviewed the proposed 2024 regular board meeting schedule. Deb Evans made a motion to approve the schedule as proposed. There was a 2nd by Kathryn Crapo. The board approved the schedule unanimously.

Approval of 2024 Library Holiday/Closure Schedule. The board reviewed the proposed 2024 library holiday schedule. Amy Snow made a motion to approve the schedule. There was a 2nd by Jesse Walker. The board approved the schedule unanimously.

Approval of Circulation Policy – Proposal to Increase Physical Checkout Limits for Non-restricted County Resident Accounts. The board reviewed the policy again. Amy Snow made a motion to approve the circulation policy as proposed. There was a 2nd by Jesse Walker. The board approved the policy unanimously.

Approval of Collection Development, Exhibit, & Event Policy – Statement of Concern Process & Digital Selection. The board reviewed the policy again. Jenny Adams made a motion to approve the policy as proposed. There was a 2nd by Deb Evans. The board unanimously approved the policy as written.

Update on 2024-2026 Strategic Planning Process. The board reviewed the strategic planning process. Ideas for the strategic plan were discussed at a combined staff meeting. The board recommended that the Director meet with the school librarians at one of their regular meetings.

Review of October Statistics/Budget/Consent Agenda. The board reviewed the statistics and budget. In October Duchesne Branch had a high number of visits. The Fruitland outreach continues to go well. Large numbers of people visited the library for the Duchesne County Holly Fair event held at the Roosevelt Branch. Since the Roosevelt Branch grant opening, the patron count has increased more than the circulation count in comparison. The new homeschool learning activities are going well. Duchesne Branch gets about 30 people each week. The board recommended looking into the possibility of doing Duchesne Branch story time and other activities at an alternate location during the upcoming remodel closure.

Public comment: No public comment.

CLOSED SESSION: Annual Evaluation of the Library Director. Deb Evans made a motion to go into a closed session with a 2nd by Jenny Adams. The board voted unanimously in favor of the closed session. The closed session began at 5:13 p.m.

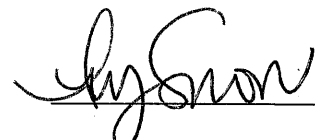
Open Session resumed at 5:39 p.m.

Questions: No questions.

Next meeting – Tues, Jan. 16, 2024, 4:30 PM @ Roosevelt Branch

The meeting adjourned at 5:39 p.m.

Minutes approved on 01/16/2024.



Amy Snow, Secretary