



## Regular Board Meeting

June 18, 2024 @ 4:30 PM: Duchesne County Administration Offices

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

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

**May 2024 minutes approval.** A motion to approve the minutes as written was made by Kathryn Crapo, with a 2<sup>nd</sup> by Deb Evans. The minutes were approved unanimously.

**Duchesne Branch Remodel Update.** A lot of work has been done. Asbestos was remediated. Windows have been replaced. Some framing has been done. The concrete sidewalk is finished. It was found that the roof will also need to be redone. A call for bids for that project was released. The change orders will push the finish date out a month. We are planning on a substantial completion date in November.

The off-site library services and activities are continuing. There has been some good attendance.

A new make-up opportunity has been offered to part-time library employees. They have no benefits besides their take home pay. Now, that staff, with the approval of their manager, can makeup 25 hours annually due to sick or vacation leave. This will not be a significant burden on the library budget, but will afford an increased flexibility for the valuable part-time staff.

**New Library Card Design Approval.** The board reviewed the updated custom library card designs and selected one.

**Board Training:** Code of Ethics Review. The board reviewed and discussed the ethics statement.

**Public comment.** No public comment.

**Review of May Statistics/Budget/Consent Agenda.** The board reviewed the statistics, budget, and consent agenda. It has been an abnormal month regarding numbers for the Duchesne Branch due to the closure. The board will review hotspot usage at the end of the year and decided if the program should continue or not.

**Questions.** No questions.

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

The meeting adjourned at 5:06 p.m.

Minutes approved on 07/16/2024.

Amy Snow, Secretary