



Regular Board Meeting Sep. 17, 2024: Duchesne County Administration Offices

Conducting: Chair Jessica Shaw. The meeting began at 4:39 p.m.

Welcome / Roll call: Chair Jessica Shaw, Director Daniel Mauchley, Vice Chair Deb Evans, Jenny Adams, Jesse Walker, Secretary Amy Snow, Kathryn Crapo, Commissioner Irene Hansen (remote)

July 2024 minutes approval: The board reviewed the minutes. A motion was made by Jenny Adams with a second by Kathryn Crapo to approve the minutes as written. The minutes were approved unanimously by the board.

Board Training: Utah Open Public Meetings Act: The board was encouraged to complete the online training on their own. The board reviewed the Open and Public Meetings Act.

Library Closure: October 30 – Database Resource Workshop for all staff in SLC: This training will help the staff deepen their knowledge of or introduce the resources that Utah's Online Public Library's databases provide. Training the staff in these resources was already a strategic goal and it will be a requirement for recertification. Deb Evans made a motion to close the libraries for the training with a second by Jesse Walker. The board approved the closure unanimously.

Approval of Internet & Online Access Policy – Prohibit various malicious behaviors: The board made a final review of the policy. Director Mauchley informed the board that some of the updated policy items have been added to the computer login page. A motion was made by Jenny Adams with a second by Kathryn Crapo to approve the Internet and Online Access Policy as written. The board approved the changes unanimously.

Review of Room Reservation Policy – Reinstitute Jan-June and July-Dec reservation periods: Two proposed changes. The room reservations will be made in two 6-month windows. This change will simplify the administration of the program. There is also a minor change to the rule for decorations. The public will only be able to tack lightweight décor on the tackable sound panels in the community rooms. Taping to the walls will be discouraged as it peels the paint and leaves residue behind. The board will vote on the proposed changes at the next regular board meeting.

Summer Reading 2024 Report: The summer reading program was successful at both branches. Duchesne Branch signups increased by 8% over the previous year, a new record. Roosevelt Branch signups stayed the same. Duchesne Branch uses a paper tracker. Roosevelt uses an app to track (with a paper option for those who request it).

Duchesne Branch Remodel Update. A lot has been completed. The sidewalks are finished. The roof is being re-laid. Interior work is progressing. The new building will be a huge asset to the city. The completed building will include the Duchesne Branch Library, 4-H Program and Senior Center.

Roosevelt Technology Course Update: The course has not launched yet. Director Mauchley is hoping the program will start next month.

The new laptops are available for patron use. Directly Mauchley is working towards obtaining a \$32,000 grant that will replace all patron computers and computers and servers that service patron print services and self-checkout programs.

Public comment: No public comment.

Review of July/Aug Statistics/Budget/Consent Agenda: Hoopla had a record 584 circulations in July. There have been some issues with the self-checkout station. The staff is working to fix the issues. Director Mauchley anticipates increased numbers of website visits due to the new online reservation program. The Roosevelt summer closing program was well attended. The annual library budget was presented to the county commissioners, and no issues were reported.


Questions: No questions.

Next meeting – Tues. Oct. 15, 2024, 4:30 PM – Roosevelt Branch.

The meeting ended at 5:07 p.m.

Following the meeting, the board toured of the Duchesne Branch Remodel Site.

Minutes approved on 10/15/2024.



Amy Snow, Secretary