

# **Summit County Library Board of Directors Meeting**

## **Minutes**

**Date: January 20, 2022**

**Location: Hybrid in-person (Kimball Junction Branch)/Zoom Meeting**

### **Present:**

Dan Compton, Tom Horton, Joyce Housley, Amanda Norton, Alex Peterson, Tina Pignatelli, Laura Schmidt, Emily Stolen, Carrie Willoughby, Janna Young, Shaylee Phelps

Quorum present

**Absent:** Loralie Pearce, Doug Clyde

**Meeting called to order** by Tina Pignatelli at 6:02 p.m.

### **Approval of Minutes:**

**Motion to approve November 18, 2021 minutes made by Alex Peterson, 2<sup>nd</sup> by Tom Horton. Minutes approved.**

**Public Input:** None

### **Administration:**

#### **Director's Report – Dan Compton**

##### **Goal 1 – Expand the user experience for our library patrons**

Dan will be sharing Open+ statistics at the next County Council meeting and giving a presentation about the Open+ experience at ULA's Annual Conference in May 2022.

Circulation Statistics for 2020 vs. 2021 are showing a combined increase of 16.71% in all services.

February is "Love Your Library" month and many programs will be offered.

"Level Up Your Library Game" campaign of animated videos is in the works. Videos will be created with a gaming theme to teach patrons how to take their library usage to the next level. The monthly videos will be shared on social media, in the monthly newsletter, and integrated into the library website.

The Summit County Library received an Impactful Service Award from the State Library. TownLift posted an article and KCPW ran a story.

##### **Goal 2 – Create programs and offer resources that connect with the ever-changing and growing Summit County population.**

After getting everything ready to offer in-person programming, the County Health department issued a mask mandate that started on January 7. All planned programs had to be shifted to virtual programming.

Soaring Wings School placed its Angel Tree at the Kimball Junction Branch Library. The donations from the tree benefit the Peace House. An article was published about this in TownLift.

The Kamas Valley Branch Library had a hundred plus visitors participate in the Winterfest program, a collaboration between the Kamas Valley Branch library and Kamas Action group.

The Summit County Health Department and the Summit County Library will distribute KN95 masks to community members at all of our library branches. Libraries are essential to the dissemination of information and community connection.

Westminster College will offer a free IRS Volunteer Income Tax Assistance (VITA) program at the Kimball Junction Branch on Tuesdays from February 1 – April 12.

The Little Free Library in the Kimball Junction Transit Center has had 282 adult books and 625 children's books placed since November 1, 2021 by employee Destiny Grose.

Dan presented Department of Heritage and Arts updates with the County Council on January 19.

**Goal 3 – Nurture a culture where all staff feel empowered and valued.**

The “Librarian Abroad” program for staff to apply for days and shifts at other branches has been successfully applied for and enjoyed.

Dan and Jana Young will be working together on the County's new Leadership Development Committee. There are monthly “Lunch and Learn” opportunities planned for current managers and a Leadership Academy for newly hired managers. Library Branch Managers are eligible to attend the Lunch and Learn sessions for staff development.

**Report Accepted**

**Old Business: None**

**Committees:**

**Governance and Education**

The policy associated with weekend holiday hours is in need of an update. All Federal Holidays need to be treated equally in order for all staff to have the holiday time off.

When the library is closed, all in-library services need to be unavailable. The committee will also need to reflect on future wording for the policy associated with electronic services and Open+ for each holiday closure. A revised policy with red line and clarifying language will be prepared for review in the next meeting.

**Strategic Planning and Marketing**

There is not any planning to be discussed this meeting. The new Director's report format is a great way to visualize progress in the new Strategic plan.

**Building and Facilities**

The Kimball Junction walk-through needs to be scheduled. The County Facilities department has affixed the fire extinguisher discussed in last meeting to the wall outside of the Coalville branch meeting room.

**New Business:**

Election of 2022 Chair and Vice-Chair

Alex Peterson feels so impassioned about the service offered by the Board members for the committee chair and vice-chair positions. Services by all members in the library make an impact and change lives in the community.

Library Board Chair- Joyce nominated by Tina. Nomination Accepted.

**Motion to approve Joyce Housley as Chair made by Tina Pignatelli, 2<sup>nd</sup> by Amanda Norton. All in favor. Motion approved.**

Library Board Vice-Chair- Joyce Housley nominated Emily Stolen. Nomination Accepted.

**Motion to approve Emily Stolen as Vice-Chair made by Joyce Housley, 2<sup>nd</sup> by Tina Pignatelli. All in favor. Motion approved.**

Next Meeting Date and Location- March 17, 2022 in Kamas 6 p.m. Possible Zoom hybrid.

**Miscellaneous/ Open Floor:**

None

**Adjournment**

**Motion to adjourn by Tina Pignatelli, 2<sup>nd</sup> by Tom Horton. All in favor. Vote Unanimous**

Meeting Adjourned at 7:01 p.m.