

Summit County Library Board of Directors Meeting

Minutes

Date: July 19, 2018

Location- Kamas Branch

Present:

Mickey Adams Grames, Mike Novak, Vic Jackson, Emily Summers, Loralie Pearce, Katie Wang, Dan Compton, Doug Clyde

Quorum present

Absent: Alex Peterson, Joyce Housley, Melissa Marsted (excused)

Meeting called to order by Mike Novak at 6:15 p.m.

Approval of Minutes:

Motion to approve minutes from May 10, 2018 was made by Mickey Adams Grames, 2nd by Emily Summers - Minutes approved.

Public Input: None

Administration:

Director's Report – Dan Compton

Motion to approve Director's Report by Loralie Pearce, 2nd by Emily Summers - Report accepted. Motion Approved.

Concerns or discussion points: The Kimball Junction Branch now has a new projector and screen in the auditorium that will be available for community movie viewings. The state CLEF grant provided the funding for the projector and screen. The library and Facilities Dept. split the cost for the window shades. This grant will allow for more programs that can be offered in a larger, more comfortable setting by the library.

Committees:

Governance and Education- Fine Free Policy

More and more libraries are going fine free. Fines for late items are not accrued. However, lost, damaged and other checkout problems will be managed as they have in the past. Dan is checking into auto renewal with the current library system. Last year there were 20,203 transactions for fines managed by staff at an accumulation of 1683 hours of staff time used. If time and cost are considered, the time taking fees can be used to advance knowledge in our libraries. The library system will have a better focused use of time and staff energy expended to meet our core values and strategic goals. Dan is to meet with Janna Young to discuss this opportunity.

Strategic Planning and Marketing-Mission, Values, Strategic Goals & Objectives

This year has been successful with hiring Maddy and motivating and empowering staff with accountability and dates. The strategic plan is clear but not micromanaging staff, which will allow staff more ability to work on their own with a determined and planned direction. The strategic plan has names of individuals who will be accountable. This will allow for those employees to define their own steps in order to fulfill plan objectives as

programs and activities are determined and scheduled. The board will look at objectives and review annually.

Motion to accept Strategic plan as written by Mickey Adams Grames, 2nd by Katie Wang- vote unanimous- Motion Approved.

Building- Kamas Valley Library Grand Opening/Celebration

Members present for board are same members that attended the Grand opening. The celebration was a success. All West came with a big check donation. The city of Francis has committed to a financial donation. \$1000.00 was made from the silent auction and 400 plus people attended. Donations are still being accepted.

Henefer Remote Locker System

The Henefer remote locker is the first in Utah. Henefer Town Council has made space available and the Remote Locker system is being shipped on July 25th. The entire LSTA grant will be used for this system. The remote locker will be accessible 24 hours a day, 7 days a week.

New Business

The library annual budget document was received by Dan today. It will be due August 7th by noon. A tentative meeting is planned for budget review at 5:30 p.m. on Wednesday, August 1st at the Kimball Junction Branch. Emails will go out to board members.

Next Meeting- September 20, 2018 in Henefer at 6:00 p.m.

Adjournment

Motion to adjourn by Loralie Pearce, 2nd by Emily Summers - All in favor – Vote Unanimous

Meeting Adjourned at 7:18 p.m.