

MINUTES OF A LIBRARY BOARD MEETING
HELD IN THE COUNCIL CHAMBERS
April 10, 2019

The meeting was called to order by Chair Hansen at 6:04 pm.

Board Members in attendance: City Manager Reeves, Library Director Oryall, Chair Hansen, Council Member Rowley, Treasurer Case, Board Member Shepherd, Board Member Worthen, Board Member Harward, Secretary Wagner.

Prayer / Special thought

Secretary Wagner offered the invocation

Chair's Report

Nothing to report

Secretary's Report

Nothing to report

Treasurer's Financial Report

Treasurer Case explained the financial report to the board, and showed that the budget is 75 percent thru the fiscal year, right now the library is on target. It was explained that if the budget isn't spent then it does carry over, and is reflected on the report, you don't have to rush and spend it but the fiscal year ends the first of June so the library likes to have their yearly spending done by the end of May. Also to take into consideration, the library has property tax, in July the budget is even, then goes down and looks like it's down until Nov/Dec when it gets the tax payment and then evens out in June. So as of right now everything looks financially sound.

Library Director's Report

We are getting ready for summer reading and have decided what we're doing for the opening. We will be including information in the newsletter, first Tuesday in June. The theme for this year is Universe of Stories, a space theme, and we've thought of some fun things that we'll have the kids do.

The library is running well, and I'm trying to get things bought and the budget spent by the end of May. I bought new shelves and was approved for \$4100, but I was able to negotiate with the seller and got them for \$3400. We're hoping to add 60-80 more shelves, which will give us hopefully more space in our small library.

Circulation is down a little because of the unusually cold weather and from the new Payson co-op...so we're waiting to see how that evens out. Payson has about 90 of our people going to them. We've opened new cards every week, at least 5 per week. Overdrive also takes down some of our circulation, which several of the patrons stated that they were getting a card to use for that service. The new longer digit cards were

brought on for security for the online overdrive system.

The Magic Tree House book club for kids has been going well, one glitch we're working on is figuring out when to order the books so that it's easier for the patrons to know when they have to pay. Tina has done a good job on the science projects and the kids have been really interested in them. Age group is 2nd grade and up to 11. We have tried to do a teen book club, but they weren't attended as well, probably because as kids get older their evenings get busier. City Manager Reeves stated that a youth advisory board has been made by the city and suggested that they might be able to suggest some fun activities the library can do for the youth. Treasurer Case suggested maybe doing some combined activities with the Payson Library, or advertising for each other at each library.

Committee Reports

Nothing to report

Correspondence, Communications, and Public Comments

Nothing to Report

Unfinished Business

New Business

Director Oryall showed the board the 3 year strategic plan, which is part of requirement for the State, this is supposed to be done by June. This year's report is for 2019-21. This report is on the city website to review for anyone.

If the board can think of any community needs that the library can add to the report please let Lyn know.

The next 3-year report will not include a chart because the information can be found on the Utah state site. Some of the former goals we had were getting more children's books, which have been increased, adding book reviews, but we have not found time to add these yet, we do suggest books and the new operating system has reviews. We have new titles posted in adult, teen, and children's. We've been trying to develop our Kindle sets, and add different series downloads, trying to develop 3 sets right now for checkout, and we'll be changing to more Kindle paperwhites because they can be on the system easier.

The library has accomplished most of what was stated for the last 3 years. Emergent literacy we did not do-if there is a need we'll do more. This year we will do some with our story kits we'll be adding. Younger kids will be in this first starting point, these will have books but also other developmental items. When we do the older ones, there is one that has magnets and books, so eventually they will have more items to add. More project like. Maybe the city youth council could help with these kits, this was suggested by Councilmember Rowley. Chairperson Hansen suggested that our library might work with the school libraries on some programs,

specifically Santaquin Elementary. Part of summer reading you could add going to the Santaquin Elementary library. Ben's son did the science stem project, maybe to do that again. We've doubled the electronic reading devices. Change operating system was done. Which was done with federal grant money, \$10200 was the final cost on that. Koha is the new system. No early literacy station, and the cost and space was too much. Adult technology program was not implemented specifically, but we have helped enough people in doing it. Any suggestions to write a new one from the council let Lyn know to add in her report. Due by June. She will send a draft to the board for approval.

Chair Hansen moved to approve January minutes, board member Shepherd seconded, everyone in favor.

February fundraiser made \$642, Lyn needs to pay Jennifer Hansen a small portion of that, but overall a success. Suggestions were made for next year, maybe setting up ordering online.... advertise at the beginning and in the middle....so that it doesn't dwindle and then pick up on the last day. Make sure next time to package some extra for the just in cases or mistakes. The board decided that this money should go to buying some new furniture for the children's area.

Director Oryall will have the board approve the strategic plan in July.

This will be Chairperson Jennifer Hansen's last meeting, who would like to volunteer to take the Chairpersons position, board member Shepherd moved for vice chair Harward to move up, all in favor. This left the Vice Chair open and board member Worthen was motioned and approved. One new board member will have to be found.

Other

Nothing to report

Next Meeting

July 10, 2019 at 6:00 pm

Adjournment

At 6:45pm Chair Hansen motioned to adjourn, Treasurer Case seconded, and all in favor, the meeting was adjourned at 6:45 pm.

Jennifer Hansen, Chair

Jennifer Wagner, Secretary