

**MINUTES OF SPECIAL LIBRARY BOARD MEETING  
HELD IN THE COUNCIL CHAMBERS  
June 23, 2016**

The meeting was called to order by Carole Parkin at 5:30 pm.

Board Members attending: Dennis Marker, Lyn Oryall, Carole Parkin, Katie Blake, Cleann Brost, Tammy Palmer and Jennifer Wagner.

**Invocation or Special thought**

Board member Brost offered the invocation

**New Business**

The documents were read over for re-certification and discussed.

The board went over the libraries Internet safety rules, which are sent by the State Library Board.

Board Chairman Parkin asked if we have filter software, can we disable it? Director Oryall explained that the library would have to call our IT people to turn it off or change it, in a small library we don't come across it very often. Library clerks also monitor and can see the screen and monitor or every computer in the library as necessary.

Strategic plan-sent to Utah State Library and got an ok.

Board Chairman Parkin asked if the board is involved at all in setting goals?

Most goals are monitored by the state or set by the director.

Director Oryall explained what emergent literature is, which are new programs for kids. Emergent literature was not done more in the 2015-2016 year because she ran out of time. This year the director would like to get games or kits for parents to use. Programs to have some classes once a month, not necessarily to read but to have a positive experience in the library.

Treasurer Palmer asked where the strategic plan come from? Did the board established it? It was explained that it comes based on information from the Library State Board and then by the Director. Some questions were then brought up about whether the board should have more input with it. Treasurer Palmer then went over the statistics for our population increase and ups and downs of the libraries finances. The question was then asked why state funds are down? Director Oryall explained that the library gets surplus from the state, so this is something we can't do anything about. She pointed out some of the reasons there are ups and downs in the money year to year: Kindles usage is not marked on circulation because of not knowing how many books are read. If you look over more 10 yrs instead of just 3 or 5 there is an ebb and flow. Phones and devices are used more. Individual devices are also used in the library on the free wi-fi instead of on our computers also. She is always working on trying to keep getting more requested books, more programs, but we are limited by space.

The board then discussed what programs were offered currently at the library. Director Oryall discussed how the library will be revamping their website to make it more accessible and easier to read. And the Board Members went through the online catalog and Facebook page to become familiar with it.

Board member Blake brought up the discussion of the hours the library was open. It was explained that this was a staffing/pay issue of the city and that the best options were to hit all the peak hours, which is how the hours were set.

Options were discussed on how displays could be made better at the library and how some of the books are chosen. Explaining how the budget is divided to accommodate for all genres and ages.

Tracking what consumers are looking for on the library website was suggested and the options the library has now to do that was gone over. How to better advertise the library was discussed.

Chairman Parkin then moved that all documents be approved and it was suggested that the board go over all these goals at each meeting. All members approved.

Official release for Board member Brost and Chairperson Roos. Thank you for your help and expertise.

Suggestions for new board members was provided.

**Next Meeting**

July 7, 2016 at 6:00 p.m.

**Adjournment**

At 6:25 pm Chairman Parkin motioned for the meeting to close, this was seconded by Board member Talbot and Brost, the meeting was adjourned.

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Carole Parkin, Chair

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Jennifer Wagner, Secretary