

PROPOSED  
Uintah County Library Board Meeting  
Library Second Floor Conference Room  
April 22, 2015  
11:30 A.M.

Board Members Present:     Judy Huber- Chair  
                                      Andrea Smith- Secretary  
                                      Rachelle Palmer

Others in Attendance:        Sam Passey, Library Director  
                                      Commissioner Bill Stringer  
                                      Christopher Davis  
                                      LeeAnn Denzer  
                                      Ellen Kiever  
                                      Melinda Barlow  
                                      Dave Barlow  
                                      Duchesne County Commission Greg Todd

Excused:                        Connie Johnson  
                                      Sondra Sanders

**1. Welcome:**

At approximately 11:34a.m, on November 5, 2014, pursuant to the public notice, the Uintah County Library Board meeting was called to order by Judy Huber in the Library Second Floor Conference Room. Duchesne County Commission Greg Todd spoke to the Board briefly about the collaboration between the Duchesne County Library and Uintah. He said they are in the process of hiring a new Library Director and they plan to adopt several Uintah County policies for the next 6 months. He thanked the Board for their patience while they complete the hiring process.

**2. Approval of Minutes:**

The Board review the minutes from the February 2015 meeting. There was no meeting held in March. Judy Huber wanted to clarify Item #5, which stated the Board had motioned to waive the \$2 credit card fee. After the February meeting, it was brought to the Board's attention there was a county ordinance regarding those specific fees and the Board will be unable to eliminate the credit card fee. Rachelle Palmer made a motion to approve the minutes as written. Bill Stringer seconded the motioned. The motion passed unanimously.

**3. Purchase Order Review and Ratification:**

Sam Passey informed the Board that all transactions are before the Uintah County Commission for approval. The Clerk/Auditor's office is changing systems and Sam was

unable to print off the usual ledger he presents to the Board. Approximately 33% of the budget year has expired and the departments have spent the following percentages of their budgets: Library 32%, Regional History Center 28%, and Avalon Center 25%.

The March, April and May purchase orders will be presented during May's meeting for approval and ratification.

#### **4. Story Corps Agreement and Review (Possible Recommendation to County Commission on Signing Agreement):**

Sam presented a sponsorship for Story Corps, a nonprofit group that travels across the country recording oral histories. They have partnered with Utah Public Radio and are asking for a \$2,000 sponsorship. Sam said the money can be taken from the unclassified services fund and should be a great way to get interest the public in local history. They will have a trailer set up in the Library parking lot from June 29-August 1. Patrons will register for a 40 minutes slot online and then go to the trailer to record their history. Story Corps will also give copies to the Regional History Center, and the staff can follow up with patrons for more stories. Rachelle made a motion to approve the \$2,000 Story Corps sponsorship. Bill seconded the motion. The motion passed unanimously.

#### **5. Freegal Music Services Review (Possible Recommendation to County Commission on Signing Agreement):**

Sam presented a program called Freegal (free and legal) Music Service to the Board. Instead of checking out CDs, patrons would be able to sign up with their library card and email address to download 3 hours of music a day and 2 or 3 songs a week. The cost of the program is \$6,500 and funding could come from the Non Print Materials and DVD/Music lines of the budget. The Board was concerned about the cost and if the public would use it enough to consider. Christopher Davis will continue to demo the program the next month, and Sam will post the idea on the Facebook page. This item will be tabled until the May meeting.

#### **6. Department Quarterly Reports:**

*Regional History Center:* Ellen Kiever presented an update to the Board. 52 patrons have signed the visitor log, and that is not including groups coming into the center, people looking for articles, etc. Volunteers are still working on the Thorne collections. 2,800 photos have been scanned into the special collections site, along with thousands of obituaries and headstones. There were some issues uploading to the site which has slowed down progress. Plans for next year's symposium are coming along well. The speakers have been lined up and the food arrangements are being finalized. The new summer journal is in progress and Carol Johnson has donated 'Visit with Josie' to the RHC.

*Library Events and Activities:* Melinda Barlow presented an update to the Board. Despite losing Dorothy, they have gained Alison Fuchs and she is great addition to the MAC team. There were 2,562 attendees for Story Time from January to April, 14 school/cub scout tours, 850 participants in Children's Activities, 32 reading programs are scheduled for the Summer Reading Program, 193 participants in the Teen Programs from January to March, 1,771 Adult Program participants, 135 groups have used the piano, and approximately 172 hours donated by volunteers monthly.

*Heritage Museum:* LeeAnn Denzer presented information to the Board. From July 2014 to

April 2015, the Museum has reached approximately 3,005 patrons in outreach events. The museum staff has also attended many training events and a workshop for collection stewardship. The staff is still working to catalog the Thorne collection and are preparing for their next big outreach event “Beauty and the Beast”. Looking at previous years’ data, the number of visitation is growing and reaching the number of most popular years. The new location has helped tremendously.

*Technical Services:* Christopher Davis updated the Board with the Technical Services Report. Recently the Library upgraded to the Koha systems, which will automatically renew items if there are no holds. Christopher is also looking for volunteers to beta test a new feature that will send the patron a text message for items that are due soon, overdue, now available, etc. The library is also working to become compliant with RDS (resource description and access). It is the new standard of cataloging which uses descriptions of titles, authors, etc. It will be an undertaking to retrain all the employees. Staff members are also being trained to help with basic e-book checkout and download. Since the introduction of the shared catalog with Duchesne, 914 items have been sent to Duchesne, 1,436 have been sent to Roosevelt and 2, 232 have been sent to Uintah. The disbursement of the \$48,600 LTSA grant funds is as follows: Services related to Koha- \$37,150, Supplies- \$7,920. Christopher also asked Board members to consider what they would like to see as goals for the technology services offered by the library. Input on this would be greatly appreciated.

**7. Library Checkout Statistics:**

This item will be tabled until the May meeting.

**8. Library Board Member Reports:**

There were no Board member reports.

**9. Public Comments:**

There was no public comment.

**10. Adjourn:**

Judy Huber adjourned the meeting at 1:02 p.m.

*Email To the Following:*

Bill Stringer  
[bstringer@uintah.utah.gov](mailto:bstringer@uintah.utah.gov)

Sam Passey  
[passey@co.uintah.ut.us](mailto:passey@co.uintah.ut.us)

Julie Hamaker  
[jhamaker@co.uintah.ut.us](mailto:jhamaker@co.uintah.ut.us)

Rachelle Palmer

[juddpalmer@ubtanet.com](mailto:juddpalmer@ubtanet.com)

Judy Huber

[judith.huber@icloud.com](mailto:judith.huber@icloud.com)

Connie Johnson

[connie.johnson@usu.edu](mailto:connie.johnson@usu.edu)

Sondra Sanders

[sondrasanders@hotmail.com](mailto:sondrasanders@hotmail.com)