

PROPOSED
Uintah County Library Board Meeting
Library Second Floor Conference Room
February 25, 2015
11:30 A.M.

Board Members Present: Judy Huber- Chair
 Andrea Smith- Secretary
 Rachelle Palmer
 Sondra Sanders
 Commissioner Bill Stringer

Others in Attendance: Sam Passey, Library Director
 Christopher Davis
 Linda Wilson
 Ellen Kiever
 Julie Hamaker

Excused: Connie Johnson

1. Welcome:

At approximately 11:36a.m, on February 25, 2015, pursuant to the public notice, the Uintah County Library Board meeting was called to order by Judy Huber in the Library Second Conference Room.

2. Approval of Minutes:

The Board reviewed the minutes from the January 28th meeting. In item 2, there were 2 periods and in item 5, the date was incorrect. Rachelle Palmer made a motion to approve the minutes as amended. Sondra Sanders seconded the motion. The motion passed unanimously.

3. Travel and Tourism Preview of Summer 2015 Activities on Library Lawn:

The Travel and Tourism was unable to be at the meeting, but the Board did hear from employees of the Regional History Center and The Heritage Museum on recent and upcoming events.

The museum is working hard on restoring the Brock Thorne collection. They are also seeing a great turnout from recent outreach events, like pottery classes and family fun days.

The Regional History Center just released their new Outlaw Journal in December and are preparing for the upcoming symposium in June 2016. To date, they have uploaded 27,875

photos to the University of Utah Digital Collection. Staff members have also helped with a recent airport presentation and helping Representative Scott Chew find pictures and articles.

Myke Hall's 7th book will be released in about one month.

4. Monthly Purchase Order Presentation/Ratification:

Sam will attach the summary of purchase orders to the minutes after the meeting. There were some line items that show \$0, and that was due to a computer glitch that caused those batched to be voided and then re-ran. Sam will verify with the Clerk/Auditor's office that was the case. Andrea Smith made a motion to ratify and approve the purchase orders. Rachelle seconded the motion. The motion passed unanimously.

5. Vote on Proposed policy changes of circulation policies:

A. *Allow items to remain on hold shelf for 1 week instead of 3 days.* A patron suggested extending the length a hold item from 3 days to 1 week. It can be hard for some patrons to get in within that time frame and then they will lose their place in line for the items. Several comments from library patrons were read into the record. The Board discussed the proposal, and decided to extend the hold time from 3 days to 5 days.

B. *Allow items with no waiting list to be "renewed two times before a patron must return the item to the library.* Currently policy states that an item can only be renewed one time for any item not on a waiting the list. The Board agreed to change the policy to allow for 2 renewals. Rachelle made a motion to ratify the current policies to allow for the 2 changes. Sondra seconded the motion. The motion passed unanimously.

Earlier in the meeting the board began a discussion on eliminating the \$2 credit card fee that patrons must pay when using their cards. Last year \$884.00 was spent on the fees from the Library. After a lengthy discussion, it was decided the Library would waive the \$2 fee to patrons and cover the costs. It was also decided to eliminate over the phone card payments. Patrons will soon be able to pay their fines online. Rachelle made a motion to eliminate the fines and eliminate over the phone payments. Andrea seconded the motion. The motion passed unanimously.

6. Library Report:

A. *Year to Date Finances.* Sam will email the up to date finance report to Board members before the next meeting.

B. *Year to Date Statistics.* Sam presented a comparison of the Library to other libraries with similar populations. The library is doing very well compared to the other 3 libraries across the state.

C. *Staffing Changes:* Dorothy is leaving the library to move back home and take care of her parents. April is also leaving the Children's Area to go back to the janitorial position. Sam said they will receive the last batch of applicants they interviewed to see if any would be interested in those positions.

7. History Center Report:

This report was given earlier in the meeting.

8. Board Member Items:

There were no items to report

9. Public Comments:

Comments from the Library's Facebook page were read into the minutes.

10. Adjourn:

Judy Huber adjourned the meeting at 12:59p.m.

Emailed To the Following:

Sam Passey

passey@co.uintah.ut.us

Julie Hamaker

jhamaker@co.uintah.ut.us

Rachelle Palmer

juddpalmer@ubtanet.com

Judy Huber

judith.huber@icloud.com

Connie Johnson

connie.johnson@usu.edu

Sondra Sanders

sondrasanders@hotmail.com

Bill Stringer

bstringer@uintah.utah.gov