

Grantsville Library Board Meeting #24
15 Jan 2014
Grantsville Library break room

Present: Marla Atkinson, Margene Dudley, Marilyn Grua, John Drollinger, Charlyn Warner, Sylvan Jacobsen. Not present: Scott Stice.

1. Previous board meeting notes read, correction of wording made. Sylvan motioned to approved, Marla seconded, all approved.
2. John will present highlights at the next City Council Meeting on 22 Jan 2014 at 7:00 p.m. This meeting will cover year's highlights plus adding budget line items for a part-time cataloguer, postage for Summer Reading Program, copyright waiver of \$225.00 showing movies to teens, and \$450.00 for training an intern. John reports that we need more money to further develop the book collection; he also noted that the library collection items increased from 26,000 monthly to 32,000 monthly.
3. The Summer Reading Program has needed approval to ask for help from the police department to pick up readers who cannot get to the library, and to get them home after the reading sessions.
4. John reported on past concerns that the staff had with meeting the public. He and his library staff are now having weekly meetings to address problems. He has encouraged the staff to work outside the box. This new process has been successful at eliminating earlier communication problems.
5. Assignments made at the last meeting were for the tree and leaves project. The City Council approved a stylized tree that John will purchase from W.E. Baum. The city has allotted \$4,000.00 for this project. The leaves are nice as presented by Kathy Williams. There has been a request that the name engraving be in black on the leaves to match the outside edge. There is a second tree project to be done by Marla's husband. He will use a piece of donated hickory wood.
6. Char reported about the policy manual being sent to John.
7. Char and John went to a Library Strategic Planning workshop on Dec 12th. This was an excellent program, but there was much to absorb. Many of the points were already in our policy manual. The suggestion was made in the workshop to also write outside the box. The projected goal is to process one chapter a month. John and a community group will plan and execute this goal.
8. The final walkthrough will be done with Blalock and Associates and Interwest Construction on Jan 22nd. The noted issues are the windowsill water leakage. Roy from Interwest suggested an exterior wrap to eliminate this problem, as the product used was not created for an exterior/interior process. Another issue is the uneven wall on the south side of the interior library. This can be seen at sunset when the sun's angle hits it. The question was raised about who pays for the sill wrap. Joel Linares will send an itemized billing to Blalock and Associates for all projects. The walkthrough is described as "accepted with asterisks".
9. There will be some changes to appendices and forms. The Registration Form is updated, Volunteer Form, and Conference Room Use Form also updated. All forms will be kept as appendices in the policy manual, and will be dated day of acceptance.. A new bookmark has also been created and is being handed out.
10. The USU classes are doing well. They will run from 4:30 to 10:30 p.m. Kendra Wilson is over security. The classes do not flow into the library; people go directly into classes from the front door. The library is also on a police watch list.
11. John also presented a local history book by Russell Johnson "Stories of My Life".
12. Meeting adjourned by Char at 6:45, Margene seconded, all approved.
13. Next meeting will be held on Feb 19th at 4:30 p.m.