

Grantsville City Library Board Meeting
Minutes #44
Wednesday, July 20, 2017

Char called meeting to order: 5:04., Patty seconded.

1. Present: Margene Dudley, Charlyn Warner, Patty Hicks, Jewel Allen, Marilyn Grua arrived late.
2. Public Comments: Jewel said the city appreciates all the help given by library director John Ingersoll and employees for completing the budget.
3. Minutes from May 18, 2016 read and approved Char approved Margene seconded. No meeting in June, 2016.
4. Summer tutoring program: Char said very successful. 90% of students from Grantsville Elementary. Willow not quite as high. Summer school needs to go longer, John suggested 6 weeks. Char agreed. 30 kids signed up from Grantsville Elementary. Grantsville Elementary parents are very positive about the program. The Superintendent is pleased that the program is going a lot better. Marilyn suggested two sessions to accommodate the first and the last parts of summer. Char suggested not just academic classes, but art classes and other interest classes. John said we need volunteers. Marilyn committed to being a tutor. Tutors needed during school year.

5. Library Directors Report:

The GCL full certification designation was mentioned in the current USL quarterly newspaper. The process of certification with the library consultant Juan Lee helped to create revised standards with 11 benchmarks instead of ten. The annual statistical is in process and will be turned in to the USL in September. The statistics are used for automatic recertification; if we don't meet the minimal benchmarks, then we will be placed on probation to reach minimal benchmarks for the following year.

The Summer Reading Program format was revamped. We changed to a poster format which allows participants to choose titles based on their interests and reading level. Once a book is read, they write the title and a sentence or two about the book on a note and tape it on one of the fifteen posters placed around the library. This was a great accommodation for everyone regardless of reading ability. One of our library techs, Valerie Warner, made these very successful improvements for us.

The June SRP presentations went well; the children and adults enjoyed themselves. Presenters included Reptile Rescue, Sherrie Ivey's Animal petting zoo, Grantsville Fire Dept. (Neil & Robert Critchlow), and Grantsville Police Department (Mike Jones and K9 Chaos).

The budget for FY 2016-2017 included some increases to the acquisitions, general library expense, and postage. Both books and Pamphlets and Audiovisual went up 50% to \$7,500 and \$3,000 respectively. We now have a line item for CLEF grants money, which is estimated to be ~\$5,000 and will be disbursed to us in spring 2017 from the Utah State Library.

Margene enquired about downloading eBooks for truck drivers and others. John explained that the patron needs a library card from Grantsville but can access Utah's Digital Library from any location as long as the internet is available.

Collection statistics include ~36,000 physical items in the collection and another ~34,000 digital book titles. Additionally, there are now 180 different magazine titles which are available online through Utah's Online Library. These resources are provided from the USL free since we're a Utah public library.

John served on an LSTA digitization grants evaluation committee. This is the third round of grants committee work on which he's served.

Written policy changes/improvements include an approval date on the title page, and Utah library code references being updated. The changes were highlighted in yellow for review by the library board. We're now charging \$2.50 for patron ILLs.

Other changes include:

Page 29, added small medium large to clarify conference rooms

Page 31, parents and caregivers are responsible for children, not staff

Page 47, fax machine use available for patrons at .25 per sheet sent or received

Page 44, updated code references

Page 45, updated code references

Page 46, Children's Internet Protection Act (CIPA) computer filtering (2000) code states that exceptions needed for legitimate research and was included

Appendices which documented changes were eliminated for ease of access. There are now only "revision approved" dates on the last page.

The USL Book Buzz program allows access to multiple copies of books to check out items for our book clubs. Information about specific titles and their availability is available online. Linda Roholt is the main contact for support for this. We have two book clubs using this now.

Handouts: Utah State Library Quarterly Report, Grantsville City Library expenditures with Comparison to Budget

6. Matters of review:

On March 24, 2016, Grantsville City passed a revised process for volunteers which now involves a more thorough background check and fingerprinting through the Tooele Police Department. The GCL now follows this process. There is a \$15 charge for this, \$10 for the background check, and \$5.00 for the fingerprinting. Minors can't be accommodated through the new system.

Jewel suggested we think about who will be involved in next year's anniversary celebration. She may be able to help line up some authors that she's in contact with.

On October 17th, there will be a Literacy Fair at the Community Learning Center (Tooele) from 5-8 pm. Char will present on behalf of Grantsville Elementary School and John will present on online literacy resources through Utah's Online Library.

Grantsville Elementary School's *Language Literacy and Learning*-cultural awareness open house will be on Wednesday, September 14th, 6:00-7:30 in the cafetorium. John will present on Japan and provide a treat. This is a kickoff for the *Road to Success* reading program at GES.

7: Adjourn:

At 6:15 pm Char moved to adjourn, all approved.