



DELTA CITY

LIBRARY ADVISORY BOARD MEETING

Wednesday, September 14, 2016
Delta City Building, Library
76 North 200 West
Delta, Utah

PRESENT

City Librarian Deborah Greathouse
Board Member Jody Smith
Board Chairman Lance Atkinson

Board Member Karen Chandler
Board Member Kristen Chase
Board Member Camille Gale

ABSENT

City Council Representative Robert Banks

Board Chairwoman Becky Prestwich called the meeting to order at 5:03 pm. She stated that notice of the time, place and the agenda of the meeting had been posted at the City Building, on the Utah Public Notice website, the Delta City website, and had been provided to the Millard County Chronicle- Progress and to each member of the Library Advisory Board at least two days prior to the meeting.

MINUTES

Librarian Greathouse asked those present if they had reviewed the minutes of the June 15, 2016 board meeting, and asked if anyone had any corrections to suggest for those minutes. Board Member Smith mentioned that he had asked the board to review the by-laws in regards to board member elections. He brought to our attention that the minutes should be corrected to include a mention of his request. There was another correction brought to our attention that the Friday library hours were to be changed from 2-6 to 1-5 pm. Board Member Smith made a MOVED to approve the minutes with the discussed corrections, and Board Member Chandler SECONDED the motion.

UNFINISHED BUSINESS

There were no matters of unfinished business on the agenda.

BUSINESS

Recertification/Benchmarks

Librarian Greathouse introduced the topic of the Quality Library benchmarks, and provided the board members with a chart showing how the Delta City library performed in 2015. Librarian Greathouse said that our library met most of the benchmark standards but we did not show adequate participation in social media. We currently have a Facebook account, and Librarian Greathouse would like to set a goal to also use Twitter and Instagram in the

future. Our library would also be better if we improved our outreach activities, and the board will take time to discuss various outreach ideas later in this meeting.

Balloon Extravaganza

The next topic of discussion was the Balloon Extravaganza. Librarian Greathouse commented that this activity brought people to the library who hadn't visited for years, if ever. Balloonist Jeremy Telford spent 10 hours building a hot air balloon and then tied balloons for two hours to accommodate the long line of enthusiastic children. This activity was very successful. It was recommended to invite Mr. Telford to come back sometime in the future.

Signage

The board discussed library signage. The different options were discussed available to us locally. Board member Chase informed us that she has worked with Sign Central in Richfield for the Technical Center signs and satisfied with the results. Board member Atkinson mentioned that the White River Academy made and installed signs at the Topaz site as a youth service project. He said that the librarian and city council could consider a youth service project as a source of the new sign.

New Board Member

Lance has contacted Mylisa Jacobsen to ask if she would be willing to serve on the library board. He said that she is willing to fill the position. Librarian Greathouse will submit her name to the city council.

Programming

The library board discussed how we could emphasize the planning of activities to encourage an increase in patron visits, and to improve our library outreach programs. Librarian Greathouse suggested that the library could provide story-hour one to two times a month at the children's day care center. Board member Atkinson recommended that the library could also provide readers for the seniors living at the care center. Board member Chase said that the schools are participating in the Book Bingo activity again this year. Librarian Greathouse will contact the schools for information on their programming. Shelf space could be provided so that the designated book categories could be displayed. Also, books could be labeled to show if they will help the reader earn AR points. Librarian Greathouse mentioned she is still trying to contact Nathan Hale to invite him to provide a program at our library.

Weeded Books

The recent "weeding" of the Juvenile section could provide books for a few other organizations. Librarian Greathouse said that some of the books were given to the Athenian school. She also donated some books to a patron that goes yearly to Zambia to teach English. Librarian Greathouse also suggested that the books could be "adopted" on a permanent basis to children who agree to take good care of them. Karen said that a friend of her daughter Jennie is associated with a school that needs books. She will find out whether they could use some of our "weeded" group of books.

CLEF

Our next topic of discussion concerned our recent CLEF re-certification. Our re-certification has resulted in the receipt of \$6200.00 which our library may use for technology improvements and for outreach programs. Librarian Greathouse said the CLEF money received last year was used to buy two new computers, several Bookpicks, board-books, and Playaways. The money also purchased a new switch-box. Also, the Young Adult book section was improved to the amount of \$1000.00. The availability of the CLEF money is determined by the Utah State legislature. The money is received in the spring of the year, and must be used by June 30 of the same year.

Other Business

Librarian Greathouse asked the board to re-evaluate the Friday library operating hours. Only two employees are available to open if the hours are changed to 1-5 on Fridays. She suggested that the best opening time on this day would be from 2 pm to 6 pm. Board member Chandler made a motion to change the library schedule on Friday from 2 pm to 6 pm, Board member Smith seconded the motion, and the board agreed to accept this scheduling change.

The Library Bingo program was successful in encouraging children to read, and Librarian Greathouse reported that altogether, thousands of pages were read as a result. The awards celebration wasn't very successful because only one child attended. It was suggested that extra effort in the use of social media will make future programs similar to this much better attended. It was recommended that there be a stipulation regarding all prizes; that an individual "must be present to win" for future programs.

Our fine librarian, Laura Bassett is no longer working at the library, but is employed at a local school. The library board discussed whether it may be possible for a high school student to sign up for a work release class. Librarian Greathouse said that we need two people working on Fridays.

Our past replacement policy for patron-damaged books should be changed. The past policy states a patron could choose to buy a replacement book or pay for replacement cost plus \$5 processing fee. This results in the replacement of cheap books that don't last. It was recommended the best policy in the future would be to have the patrons pay the library the replacement plus the \$5 processing fee. Replacement cost will be determined by the library staff. Board member Smith motioned that the board should accept this new library policy. Board member Atkinson seconded the motion, and the full board approved the motion.

The Library board has chosen January 11, 2017, at 5:00 pm for our next meeting. Board member Smith motioned that we should adjourn the meeting and Board member Chase seconded the motion. The full board approved the motion and the meeting was adjourned at 5:52 pm.

GREGORY JAY SCHAFFER, MMC, LBA City Recorder

MINUTES APPROVED: