



**DELTA CITY**  
**LIBRARY ADVISORY BOARD MEETING**  
Wednesday, November 14, 2018  
Delta City Municipal Complex, Library Conf. Rm.  
76 North 200 West  
Delta, Utah 84624-9440

PRESENT

Karen J. Chandler, Chairperson  
Camille F. Gale, Board Member

Mylisa R. Jacobson, Board Member  
DeEtta V. Oman, Board Member

ABSENT

Kristen F. Chase, Board Member  
Robert W. Banks, Council Liaison  
Nicholas W. Killpack, Council Liaison

ADDITIONALLY PRESENT

Deborah B. Greathouse, Library Director  
Laura A. Bassett

Chairman Chandler called the meeting to order at 5:06 p.m. Chairman Chandler conducted roll call. Those present include Chairperson Chandler, Board Members Gale, Jacobson, and Oman.

MINUTES

The minutes for Library Board meetings held on April 4, 2018 and June 20, 2018 were presented for approval. Board Member Jacobson MOVED to adopt the minutes of the April 4, 2018 and June 20, 2018 library board meetings. The motion was SECONDED by Board Member Oman. Board Member Chandler called for a vote to approve the minutes of April 4, 2018. Board Members Gale, Jacobson, and Oman voted in favor. Chandler called for a vote to approve the minutes of June 20, 2018. Board Members Gale, Jacobson, and Oman voted in favor. Board Member Gale questioned the June 20, 2018 minutes where it said she had approved an item, and she was absent from that Board Meeting (line 59). There was further question from Oman, who was also not there. After further discussion, it was decided that Killpack, Jacobson, Chase, and Smith were the only ones present at that meeting.

NEW BOARD MEMBER

New Board Member Laura Bassett was informed by Greathouse to go to <https://library.utah.gov> and read the about the trustees and friends, and inform Greathouse when it was read through so she could report it to the state library. It will present the training and responsibilities she will need.

EMPLOYEES

Librarian Greathouse presented new employees Kelsie Scott (Butterfield) and Triniti Bond. The new employees are working out well. They will continue to train. With the presence of so many employees, Board Member Jacobson asked if they were getting the hours they wanted. Greathouse informed them that Triniti usually works one shift a week, and Kelsie two.

SUMMER STORY HOUR

Librarian Greathouse presented an evaluation of the 2018 summer story hour. Three groups were the focus this year, 3-5, 6-9, and ten plus. Volunteer parents came to read, the theme was Libraries Rock, and there was also a volunteer musical guest each week. The musical guests took the place of weekly crafts this year. The older group was provided with a copy of the book A Series of Unfortunate Events. The statistics from summer story hour were 3-5 year olds 191 attendees, 2,092 books read; 6-9 year olds 92 attendees, 785 books read; 10 and older 32 attendees, 75 books read, 25,464 minutes read.

PROGRAMS

Librarian Greathouse informed the Board that Lego Club is going well, a lot of Reading Bingo from the Delta South Elementary School is getting done, and the amount of books being checked out is improving because of it. Bob Ross is going well, but it was decided that it will be taken off the calendar for December. Elf on the Shelf was presented as a way to give away duplicate books. Instagram contests were also presented. 12 days of Christmas book give away was presented as well. Board Member Jacobson asked where all the duplicate books are coming from, and Greathouse informed the board that the Utah State Library Grant sent them to the library. Oman asked about how we would be advertising for these contests, and Greathouse said she would be checking with the marquee and put up advertising in the library.

**USL GRANT**

Librarian Greathouse discussed the Utah State Library grant. Two boxes of books were chosen by the State Library, and sent to the Delta City Library free of charge. Chairperson Chandler asked how often they send them, Greathouse informed her it was once a year, and it included picture books and children's non-fiction.

**AUTHOR VISIT**

Board Member Bassett presented Utah author visit Jessica Day George, who made a presentation at the Delta Middle School to three school grades, and the Delta City Library, where 43 people were in attendance.

**ESCAPE ROOM**

Librarian Greathouse discussed the escape room, with attendance of 154 people. Plans to repeat on a quarterly basis, Board Member Bassett suggested buying a kit to make planning an escape room easier. Ice cream coupons were purchased for the participants.

**DONATION POLICY**

Librarian Greathouse presented the new book donation policy for a vote. Board Member Jacobson advised that we keep the policy posted. With the addition of water damage and smell corrected, Chairperson Chandler MOVED to accept the guidelines presented, the motion was SECONDED by Board Member Gale.

**NEW DIRECTOR**

Librarian Greathouse presented an update on the hiring process of a new Library Director. The cutoff date for the applications would be November 21, and interviews given shortly after.

**BUILDING UPDATE**

With the absence of Council Liaisons Killpack and Banks, there was no update on the carpeting and painting of the library.

**OTHER BUSINESS**

Board Member Bassett enquired about the iPad usage policy, Board Members Jacobson and Oman suggested apps to put on the iPads, with the maximum age to be ignored.

Board Member Bassett suggested looking into setting up the computers to take AR tests.

Librarian Greathouse advised the next Library Board Meeting would be held January 10, 2019 at 5:00 PM in the library conference room.

Chairperson Chandler asked if there were any comments, questions or other items to be discussed, there were none. Board Member Jacobson MOVED to adjourn the Library Advisory Board meeting. The motion was SECONDED by Board Member Gale. Chairman Chandler asked if there were any questions or comments regarding the motion. There being none, he called for a vote. The motion passed with Board Member Gale, Board Member Jacobson, and Board Member Oman in favor. None opposed.

The meeting was adjourned at 5:56 p.m.



  
DORA FITCH  
DEPUTY RECORDER

MINUTES APPROVED: 01/09/2019