

CITY OF DELTA, UTAH
LIBRARY ADVISORY BOARD MEETING
JULY 11, 2012

PRESENT

Kiley Chase	Chairman
Becky Prestwich	Vice-Chairperson
Lance Atkinson	Board Member
Sandra Topham	Board Member
Deborah Greathouse	City Librarian

ABSENT

Robert Banks	City Council Representative
Tammie Bean	Board Member
John DeGrey	Board Member

Chairman Chase called the meeting to order at 5:35 p.m. He stated that notice of the meeting time, place and agenda had been posted at the City Building and had been provided to the Millard County Chronicle-Progress, posted on the Utah State Public Notice website, posted on the Delta City website and to each member of the Library Advisory Board at least two days prior to the meeting.

MINUTES

The proposed minutes of a Library Advisory Board Meeting held January 25, 2012 were presented for consideration and approval. Following discussion, Chairman Chase entertained a motion to approve the minutes of the Library Advisory Board Meeting held on January 25, 2012. Board Member Atkinson MOTIONED and Board Member Topham SECONDED the motion to approve the minutes of the Library Advisory Board Meeting held January 25, 2012 as presented. Chairman Chase asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed unanimously. The proposed minutes of a Library Advisory Board Meeting held March 28, 2012 were presented for consideration and approval. Following discussion, Chairman Chase entertained a motion to approve the minutes of the Library Advisory Board Meeting held on March 28, 2012. Vice-Chairperson Prestwich MOTIONED and Board Member Topham SECONDED the motion to approve the minutes of the Library Advisory Board Meeting held March 28, 2012 as presented. Chairman Chase asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed unanimously.

UNFINISHED BUSINESS

No matters of unfinished business on the agenda.

NEW BUSINESS

ELECTIONS

Results of election process: Kiley Chase to serve as Chairman, Becky Prestwich as Vice-Chairperson and Sandra Topham as Secretary.

COLLECTION DEVELOPMENT POLICY 2012

A Collection Development Policy was discussed and ultimately agreed upon. Board Member Prestwich MOTIONED and Board Member Topham SECONDED the motion to approve the Collection Development Policy 2012 as discussed. Chairman Chase asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed unanimously.

UTAH STATE LIBRARY

The Utah State Library authorities have placed the Delta City Library on a probationary status for the coming year. The reason for being placed upon this status allegedly is because of our lack of a library website and also having to do with issues of staff training. Our website is being built and will be in conjunction with the city's web page. Probation will not affect the Community Library Enhancement Fund (CLEF) monies that are made available to the library from the State of Utah.

NIGHT OF 1,000 STARS REPORT

The event was discussed and evaluated. It was the consensus of the board that for future Night of 1,000 Stars events, that we stay with the majority of readers being from the local area.

WEB PAGE

Refer to the Utah State Library topic for reference to the web page.

NEW FURNITURE

A new display case has been purchased and added to the fixtures within the library. This new case will house out-of-print books, special collections and books that cannot be replaced. Patrons will be able to use the books but only within the library itself.

EMPLOYMENT

Librarian Assistant Shannon Sanders will soon be finished with her local education and will be searching out new employment out of the area. Therefore, Utah's Department of Workforce Services will be contacted and the soon-to-be vacant position will be advertised over the course of the next few weeks.

INTERNET

The library received an invoice from the Utah Education Network (UEN) in the amount of \$2,183.00. This represents our cost for telephone service, facsimile machine service and 100 megabits per second (Mbps) data transfer rate for the period of September 2011 through May 2012. Librarian Greathouse called UEN to clarify the charges and to determine why these services were not billed on a more regular basis. She was told that these matters were under the control of Frontier Communications. This bill will have to be paid out of the budget year recently ended on June 30, 2012. Our computer technician, Lee Morris, will be contacted to look into this matter for us.

LIBRARY BOARD

A library board meeting schedule was suggested and approved. After discussion, it was agreed upon that the library board will meet the second Wednesday of each January, March, June and October at 5:30 p.m. This schedule will give the board a definite date, time and place which will alleviate some of the problems we have encountered when trying to conduct our meetings.

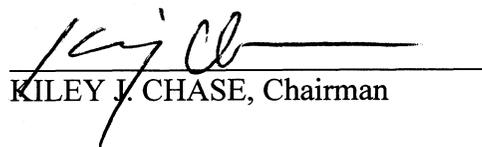
Two current members of the library board have come to the end of their first term. Board Member Tammie Bean will be reappointed for second term. Board Member John DeGrey will be replaced with a vote of thanks from the board for his service to date. Potential board members were discussed and a list has been prepared for consideration. The board members will be emailed to choose a candidate. The reappointment and a new board member will be presented to the Delta City Council for approval at their next meeting after we select the new person.

OTHER BUSINESS:

New operating hours for the library were discussed briefly, and then tabled until the October meeting.

Board Member Topham MOTIONED to adjourn. The motion was SECONDED by Board Member Atkinson. Chairman Chase asked if there were any comments or questions regarding the motion. There being none, he called for a vote. The motion passed unanimously.

Chairman Chase declared the meeting adjourned at 6:25 p.m.


KILEY J. CHASE, Chairman


GREGORY JAY SCHAFFER, MMC, Recorder