

Highland City Library Board Meeting Minutes

Thursday, January 25, 2018

7:00 pm

Approved February 22, 2018

In attendance: Cindy Jonsson, Tiffany Whiting, Ed Dennis, Scott Smith, Janae Wahnschaffe, Nancy Passaretti, Lisa Bullington, Carol Rice

Excused: Roger Dixon

Scott Smith conducting: Ed Dennis makes a motion to approve the November 2017 minutes with typos fixed-- Lisa Bullington seconds the motion all approved.

Strategic Plan- (defer to end of the meeting)

Meeting scheduled with Roger Dixon and City Mayor and City Council for Monday January 29, 2018.

Janae wants to implement policy to use the new children's room. A policy needs to be written and approved by the Board. Ed Dennis wants specific details listed in the policy. Lisa Bullington asks about motive of people requesting the room. A large request number since the rooms completion. Scott Smith wants parameters sett. Janae expecting city council to bring up the cost. Also, a discussion of using Library staff to keep doors open etc. Scott Smith voice is to charge if furniture needs to be moved. City council members want to use the library as a meet and greet and it uses resources of library and staff an d keeps them beyond regular hours of operation. Policy needs to be implemented but tabling until there has been the Jan 29th meeting.

Carol Rice request to be made a full-time employee since she had clocked hours over full time. OR hire another part time person. Thoughts of taking to Nathan Crane the idea of an events coordinator and the Library absorbing the whole " branch". Nancy suggests writing up a proposal for us all to keep us all on the same page.

See timeline hard copy but Library is on track of open house February 12, 2018. Public response overwhelming! Nancy Passaretti and Lisa Bullington will help with refreshments.

Directors Report see hard copy. Sock animals for Library expansion a successful event for the library.

We need to do a letter of intent to qualify for CLEF Grant. Janae want to do Literacy Kits to be submitted by February 1, 2018 hoping for \$5000. But will depend on CLEF Grant guidelines.

Blythe Shupe Friends of Library Chair: Wants to gather names for the Friends of Library to get a committee together and start with outreach and replenish the foundations funds and increase circulations. We are now under 5000 needed volumes to reach NUCLC.

The Board nominates Lisa Bullington as Vice Chair to replace Scott Smith. Cindy Jonsson seconds the motion all approve

Nancy Passaretti want to start a Go Fund Me acct for the Foundation, this will let the public know about the Library and its growth and expansion. As well as Asking Bank of American Fork for a \$3000 -\$5000 for Literacy Kits in donations.

Link to this all on the Library website. suggestions to approach local companies Oracle and Adobe.

Board tabling a finance committee until February

Tiffany Whiting makes a motion to adjourn the meeting at 8:44 pm

Nancy Passaretti seconds the motion all approve