

Springville Public Library Board of Trustees Regular Meeting
Board Meeting Room, located on the 2nd Floor of the Springville Library
September 12, 2013 7:00 p.m.

Present: Keith Leatham (guest), Janet Johnson, MariLee Allred, Pam Vaughn, Karen Ellingson, Betsy Hopkins, Ann Kronmiller

Excused: Jenette Swain, Margy Layton, Mark Packard

I. Approval of August minutes and September agenda

Agenda was modified to remove Mark Packard's item. Approval of August minutes was postponed one month. Betsy will send out revised minutes via email.

II. Roger Layton

a. Foundation report

The foundation is planning a Christmas tree festival, with approximately 20, 3-foot artificial trees. They are hoping to find a company to donate the trees. Then, individuals, families, and/or community entities would pay \$10 to take a tree and decorate it for a silent auction in the library. The planned theme is "storybook trees," so decorations would be based on children's picture books. Perhaps decorators could donate a copy of the book for auction as well.

III. Director's report—Pam Vaughn

a. Update on activities and/or issues at the library

2011 Pew Research Center study reported library use in ages 16 and above. Surprisingly, 16-year-olds were the highest users. Lowest users were ages 65 and older. This demonstrates that libraries are vital and not dying. Around the country there are lots of new library buildings. Asian and European libraries in particular are a key part of the city infrastructure, instead of a place to relax.

As the economy has tightened, more patrons have been asking for help on a variety of issues. "How do I fill out this form?" "How do I get these benefits?" The Springville library is planning classes for the public on Obamacare. The board suggested that someone from Avenue H should present.

The computers bought with grant money will go into the study rooms downstairs. The Library is will ask BYU trainers to offer classes on Adobe products and other software that is better on Macs. The study room will be called a makerspace and will offer the possibility of group work (like family history).

Pam demonstrated new state library website. The State Library is now under the Utah Department of Heritage and Arts. Materials for library trustees have been updated. From the State Library site, follow links for services and then library trustee center.

The rates for the upstairs library room are incorrect on the city Facilities Fee Schedule. Here are the correct rates:

- Commercial during business hrs: \$370
- After business hrs: \$560
- Non-profit during business hrs: \$265
- Non-profit after business hrs: \$400

IV. Policy

- a. Review and approve, amend or reject updated policies including:
 - i. Collection Development Policy

Springville is continuing its push to clean up policies city-wide, to include more clear language where possible. Currently the updated behavior, internet, and facilities use policies are on library website.

The board approved the collection development policy with the following changes:

- Typos corrected throughout the document
- Capitalize Library throughout, when referencing Springville Public Library

Lost books and fees:

As it stands now, patrons must pay for a lost book before they can use their cards. If the book is found within 30 days, patrons can be reimbursed. However, if patrons bring back books years later, the library will take the books back. Some things to consider:

- Some people don't have money to replace books
- Some people move or don't care
- If the library sends out 100 requests to collections, they get back about 22 requests; the library only breaks even

Two questions:

- Do we want to take books back always? Or not?
- Do we want to remove fines or purchased fee whenever the book is returned? Or not?

The board had mixed feelings. Betsy likes the idea of being able to return a book past the 30-day window and have fines/fees reimbursed. Janet pointed out that the library does expect some loss. But perhaps the library should hold patrons responsible. And then we'd get more books back. Should we block a whole family's library access? Perhaps patrons could get back half of the replacement fee? In the end, the board agreed that we want people to use the library, and we don't want to punish beyond what is reasonable.

V. Questions from the board

Ebooks: How frequently are they collected and maintained? Once a month. Is there a way to integrate ebooks into the library catalog? Some patrons may not think to search a separate database. Pam will investigate.

Is it possible to request books via interlibrary loan if the library already has a copy? This would help book groups obtain additional copies. Unfortunately, it is not possible to make ILL requests when the library has a copy.

Is the library mission statement is posted anywhere in the building. Pam will follow up.

VI. Fall Book Sale

The book sale is planned for Sep 25-28. Jenette will be in touch with those that volunteered.

VII. October meeting

The October meeting is planned for October 10, during fall break. Betsy will be out of town (and MariLee will take minutes). We will plan on meeting and adjust as the day gets closer if we won't have a quorum.

VIII. Adjournment

Notice of Special Accommodations:

In compliance with the Americans with Disabilities Act, the city will make reasonable accommodations to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Library Director [801.489.2720](tel:801.489.2720) at least three business days prior to this meeting. Notice of Electronic or telephone participation: Electronic and telephone participation is not available for meetings of this public body. Other information: This meeting was noticed in compliance with Utah Code 52.4.202 on September 6, 2013. Agendas and minutes are accessible through the Springville City website at www.springville.org/agendasminutes and through the Utah Public Notice Meeting website at www.utah.gov/PMN/index.html. Email subscriptions to the Utah public meeting notices are available through their website. Contact information: Betsy Hopkins: betsy.spackman@gmail.com Secretary, Library Board of Directors. The next meeting for the Library Board of Directors is scheduled for October 10, 2013