

Cedar City Library Board  
Minutes  
April 21, 2009

In attendance: Tom Walker, Ann Frehner, Kathryn Ipson, Georgia Beth Thompson, Lois Bulloch, and Stan Shakespeare. Belinda Harrison, excused.

Assistant Library Director, Sherry Bohman.

Transcribed from audio tape.

No starting time mentioned. Meeting was conducted by Tom Walker.

A motion to approve minutes by Ann Frehner; seconded by Kathryn Ipson; unanimous vote.

Walker reported that he had spoken with Steve Decker, Library Director, to ascertain whether the City could provide staff to take the minutes. He, Walker, further reported that the visioning document would be postponed to a later date. Discussion ensued that during the March meeting, Lynnette Roundy was to be approached to take minutes through the remainder of the fiscal year. This approach was "put on hold" until it could be determined whether city staff could provide the service.

**Review of Policy Review Schedule:** Internet Use Policy was reviewed. Requirements for Library Card Policy was reviewed. Special Collections Policy was to be reviewed by Board members for discussion in May.

Regarding the Internet Use Policy, Bulloch questioned whether potential use restrictions based on maximum use was in complimentary to or in addition to the 30 minute restriction referred to by policy. It was explained that if pressure on the computer lab did not meet the maximum use restriction requirement, the 30 minute restriction would not be implemented. A question arose as to monitoring the computers for inappropriate purposes. Bohman reported that many of the complaints about inappropriate use are from other users. Bohman also explained the process for computer use and printing. Walker questioned whether it was necessary to place wording into the policy that assures that wireless use also falls under policy. Bohman explained that the filter also filters wireless. Thompson agreed with Walker.

Thompson suggested an outline formatted policy rather than a narrative based policy. The Board was in general agreement. Thompson offered to assist in reformatting the policy.

Internet Use Policy was approved, with the correction minor typographical errors, and with the stipulation of adding language inclusive of wireless users and reformatting into an outline based document, by motion of Thompson; seconded by Ipson; unanimous vote.

The Library Card Policy was discussed. Discussion regarding photo identification arose. Bohman explained that photo ID is required upon issuance of the library card but not thereafter. Ipson questioned the purpose of the non-refundable deposit. Bohman explained that such is required for non-county residents.

Motion to approve the policy with amendments explaining that photo ID is required upon application for a library card and to format the policy in outline form was made by Bulloch; seconded by unclear; unanimous vote.

Special Collections Policy review was postponed until May. Motion to table by Thompson; seconded by Frehner; unanimous vote.

**Review of Budget and Grant Items:** Walker signed the contract for 2009 CLEF monies. Ipson questioned whether it cost the library to get this grant, inasmuch as stimulus money is involved. Bohman explained that there is no payback regarding this money. A portion was stimulus money.

Shakespeare asked about the purpose of the grant. Bohman reported that it may be used for a number of things including education and equipment. The grant is spent in accordance with grant requirement.

Walker reported options regarding the replacement or repair of the awning. Decker is to follow through. The need to preserve the aesthetics of the entry awning was discussed. Various options were discussed to minimize costs.

Carpeting was discussed. Seams are coming apart in places. Bulloch suggested carpet “squares” rather than traditional carpeting.

**New Business:** Thompson asked about the schedule of Library Board terms. Decker was assigned to research Board terms.

Walker reported that he will attend the ULA conference on April 24.

Bulloch reported she had contacted Decker regarding the state parks/libraries cooperative to allow more access to state parks. The library is participating.

The recent customer use survey was cursorily reviewed and will be discussed in more depth at a later meeting. Discussion centered particular on Sunday open hours. There was some discussion regarding the grass and entry aesthetics.

Meeting was adjourned at 6:52 p.m. by motion of Ipson; seconded by Thompson; unanimous vote (no time specified).