

Cedar City Library Board
Minutes
May 19, 2009

In attendance: Tom Walker, Ann Frehner, Kathryn Ipson, Georgia Beth Thompson, Stan Shakespeare. Belinda Harrison and Lois Bulloch, excused. Lynnette Roundy, not present.

Library Director, Steve Decker. Staff member, Crystal Bilyeu (taking minutes).

Transcribed from audio tape.

No starting time mentioned.

Minutes from last meeting:

Corrections: Lynnette Roundy was not there, the motion to approve Library Card Policy was seconded by Georgia Beth Thompson.

Tom Walker conducted.

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

Clarification of Terms for Board Members: Steve Decker reviewed the terms of Board Members, explaining the changes that resulted in Lynette Roundy still being in her first full term. He also noted that there was a proposal for a motion on the back of the Library Board list to suspend the rules requiring three names to be submitted to the Mayor regarding each potential board member replacement and submit a request to reappoint:

- Tom Walker to a second and final term ending June 30, 2012
- Kathryn Ipson to a second and final term ending June 30, 2011
- Belinda Harrison to a second and final term ending June 30, 2012
- Lynnette Roundy to a first term ending June 30, 2010

The Board reviewed and corrected information on the roster.

A motion was made by Ann Frehner to submit the above names to the Mayor and City Council for approval, seconded by Stan Shakespeare, unanimous vote.

Survey Discussion: Board members noted that they were really impressed with the survey. Steve Decker explained the color coding on the survey and choices participants had, then gave survey results, including that responders were able to make their own determination as to what a “library user” was.

Kathryn Ipson asked for clarification on the cost of library cards. Mr. Decker explained that the original card is free, a replacement is \$5.00.

Mr. Decker noted that in the Survey for Non-Users the percentages shown in the results were part of only 12 percent of those who responded to the survey who identified themselves as non-users. For example, only 4 respondents said they didn't use us because we weren't open on Sunday.

There were a total of 214 respondents to the Survey.

Concerning the Surveys from Users, Mr. Decker said he found it was very interesting that 99.4 percent of users said they are "generally, always, or almost always satisfied". He was also really pleased that in this survey when we surveyed about staff there wasn't a negative comment that came back about staff. When asked what services the respondents used most the highest use is still for books, then audio-visual, and the third highest is for internet.

Expressing concern with the percentage that use magazines and newspapers, 22 percent, Decker explained that with the new budget that has come out we will subscribe to newspapers but no magazines in the next year. He stated that we will put a sign up that says because of budget restrictions we are not subscribing to magazines in the coming year. He will provide a list of magazines we carry now, and offer patrons the opportunity to subscribe in the name of the library. The subscription is tax deductible.

Tom Walker asked if most of the magazines are available online. Mr. Decker stated that many of them are. We do have another source for them but some people don't like to use the internet, but they are there and we can't afford to duplicate that service when we can get them for free through the State Library.

Thompson asked if we paid a higher rate for magazines. Mr. Decker said we get a little bit of a discount but we have been paying a jobber to keep track of subscriptions for us so it would probably be a little better than a personal subscriber. Ms. Thompson then stated that if we take Smithsonian she would buy it for the Library.

Survey results on Library hours showed that 72 percent felt they were adequate for their needs. About 22 percent would like to see expanded Friday or Saturday hours. Those who would like to have Sunday hours were 15 percent. Basically 60 percent of respondents said that expanding hours will have no impact on their library use. About a third said it would increase their library use. And expanding library hours would decrease the use for seven people.

Decker said that the scenario he likes best if we do decide to change hours would be to open an hour later or close an hour earlier Monday through Thursday and tack those hours onto Friday and Saturday, and have uniform hours all week. If open Sunday hours, he's not sure the budget would cover (?) that, unless we could close weekday hours and transfer those hours to Sundays.

Ms. Thompson stated that since the Sunday demand was not a lot higher, even though she would like to serve the people, she thought it kind of hard to force people to work on Sunday. Decker stated he did check with Linda Liebhardt at SUU to see what their circulation was on Sundays, and they said it's a fraction, maybe 25 percent of a normal day, hour per hour. Other public libraries say that it is their busiest day so maybe there is a difference between a public library and an academic one in that sense.

Thompson asked if we had stopped taking DVDs, Decker stated that we no longer take VHS but we do take DVD.

Decker also said a survey can be done anytime, if it is over ten questions it costs \$20 per month. Walker felt the survey had good feedback.

Kathryn Ipson felt the storyteller in April, Glenda Bonin, did a terrific job, had a great crowd. Decker stated that the Mayor had called him to ask if we want to turn it into an annual story telling festival. When asked if the Board was interested they gave many ideas to consider including a different time of year and using local storytellers. Mr. Shakespeare asked if the school district helped finance her visit as she went to elementary schools the day of her program at the library. Decker said the money was part of the Centennial line item.

Mr. Walker stated that in the meeting last month someone felt maybe our events are not advertised well enough and talked about putting a sign up. Decker said he had looked into a banner that could be displayed on the park corner, if the board waits until June Rainbow Banner has a sale coming and would design a banner for \$75.00, a three by six foot sign.

A discussion was held on various ways events have been advertised. Walker asked if State Bank would consider putting announcements on their electric banner, Decker said he thought so.

Policy Review: Special Collections. Tabled from last meeting. Thompson stated she was willing to come in and help with formatting the review.

Concerning formatting, Decker stated he had put the policy for library cards more in an outline format and made other clarifications as requested by the Board. He also said that legally only a responsible party is needed to sign for children, it does not need to be a parent or guardian. Since it was approved last time it will not come up for review again until 2012.

Mr. Decker has been reworking the Internet Policy, adding information on wireless use. A discussion was held on what qualified a book for Special Collections. A discussion on the Veterans Interviews followed, including their availability to the public, archive copies, and who else should be included. Board members wanted more time to study the policy.

A motion was made to table the policy review to next month by Stan Shakespeare, seconded by Georgia Beth Thompson, and passed.

New Business:

Iron County Memories Project: Mr. Decker asked the Board for more specific information on who they wanted interviewed, what questions they might want asked, and for other suggestions on information they want gathered. The Board had several thoughts, including putting notebooks at Class Reunions, concentrating on older community members, including written personal histories, using videos as with the Veterans, finding older Native American women, people raised here and those who moved in. He stated, after discussion, that he would have something written up for the next meeting.

Affiliate Library Application – LDS Genealogy Library. Mr. Decker said we have applied to become an affiliate of the Family History Library in Salt Lake. We would have some of the microfilm and microfiche here. There is a small cost for that. We pay for them for three months, then they become ours on indefinite loan. He stated that he may open the classroom in the library and let genealogy indexers come in a certain time each week.

New Business: Tom Walker stated that he had a DVD on Trustees from the ULA Convention he attended if anyone wanted to look at it. He suggested the Board may want to look at it during portions of their meetings. He also reported that he enjoyed the Convention and attended the meetings for Trustees where they discussed grant writing, budgets, and development.

Mr. Decker said that the Daughters of the Utah Pioneers Museum have received a traveling exhibit through the Humanities Council called, “New Harmonies: Celebrating American Roots in Music”. It will be here from July 26, 2010, through September 11. The library will be doing some programming in support of that.

The meeting law changed and basically it says that the tape has to be available to the public within three days of the meeting, according to Decker.

Decker also announced that the library is doing a test run letting people on to the internet computers without holding an I.D. at the front desk as there may be some liability issues with holding I.D.s. Patrons may still use library cards for computer use and in time those people may get a longer time on the computer than the ones without a card, as a way to encourage people to get a library card. He asked the Board to think about looking at that next month.

Motion to adjourn was made by Georgia Beth Thompson, seconded by Stan Shakespeare; unanimous vote (no time specified).

