

Library Board Meeting Agenda

June 21, 2018

Highland City, West Conference Room
5400 West Civic Center Drive, Highland UT 84003

7:00 pm – Call to Order: Roger Dixon, Board Chair

1. Public Comment:

2. Consent Agenda:

- a. Approval of minutes from June 7, 2018

3. Reports:

- a. Directors Report
 - i. Budget
 - ii. Grants
 - iii. NUCLC Update & Help
 - iv. Library Website
 - v. Donor Plaques
 - vi. Library Director Recruitment
 - vii. Progress of Strategic Long Range Plan to Date
 1. 3.1.2.2 Create children's library. Additional square footage added to existing building as approved by Highland City Council
 2. 3.2.1.7 Review results of needs survey and prepare options for presentation to the participating City Council(s) on next steps
 3. Present options to the respective City Councils by May 2018
 4. 1.1.2.1 Organize a Literacy Center for early childhood literacy resource material purchased by end of second quarter 2018
 5. 1.3.3.1 Replace printer/copier with a color copier. Purchase by end of first quarter 2018 Library Foundation
 6. 1.3.3.2 Replace two computers. Purchase by end of first quarter 2018

4. Action/Policy Items:

- a. Policy for use of the new Children's Room

5. Discussion Items: (No action will be taken)

- a. Outreach Activities – Claudia
- b. Friends of the Library – Wayne
 - i. Book Sale at Fling
- c. Two Board Replacements for July 2018 – Board
- d. Review Job Description of Board Members – Board

6. Future Agenda Items:

- a. Collection Development Policy – Kim
- b. Interlibrary Loan Procedure at full NUCLC status – Kim

7. Adjournment:

- a. Next Meeting: July 12, July 26, or August 2?

In accordance with Americans with Disabilities Act, Highland City will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at (801) 772-4505 at least three days in advance of the meeting.

ELECTRONIC PARTICIPATION

Members of the Library Board may participate electronically via telephone, Skype, or other electronic means during this meeting.

CERTIFICATE OF POSTING

I Cindy Quick, the duly appointed City Recorder certify that the foregoing agenda was posted in three public places within Highland City limits. The agenda was also posted at the principal office of the public body, on the Utah State website (<http://pmn.utah.gov>) and on Highland City's website (www.highlandcity.org).

Please note the order of agenda items are subject to change in order to accommodate the needs of the Library Board, staff and public.

Posted and dated this 20th day of June, 2018

Cindy Quick, CMC
City Recorder

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL LIBRARY BOARD MEETINGS