

**Minutes from a Regular Meeting of the  
HIGHLAND CITY PUBLIC LIBRARY BOARD**

Thursday, June 24, 2021 at 7:00 p.m.

IN ATTENDANCE

**Board Members**

Roger Dixon, Chair  
Jessica Anderson, Secretary  
Claude Jones  
Kim Rodela, City Council Rep.  
Edgar Tooley

**Other**

Donna Cardon, Library Director and  
Board Executive Officer

**Absent Board Members**

Mike Burns  
Briawna Hugh  
Natalie Reed, Vice-Chair (resigned  
June 7, 2021)

A quorum of the Board being present, Board Chair Roger Dixon welcomed those in attendance and began the Library Board meeting as a regular meeting at 7:29 p.m. The meeting agenda was posted on the Utah State Public Meeting Website at least 24 hours prior to the meeting.

AGENDA

**1. Public Comment**

None.

**2. Consent Agenda**

1. *Approve the May 27th meeting minutes*

Jessica Anderson moved to approve the consent agenda. Claude Jones seconded the motion. The vote was recorded as follows:

Yes	Roger Dixon, Chair
Yes	Jessica Anderson
Yes	Claude Jones
Yes	Kim Rodela
Yes	Edgar Tooley

The motion passed.

### **3. Reports**

#### *1. Director's Report*

Donna Cardon gave her report. The library has been hopping. The Summer Reading Program has been very popular. Registrations in the first five days were more than all of last year. Story times on the lawn are very popular, between 70-80 people attend each week. A new teen program has started. The Stuffed Animal Sleepover was a success. The Scholastic Book Fair did not result in a big benefit to the library and had a mixed response from patrons.

The library is back to pre-COVID protocols. The books are no longer quarantined and all materials and furniture are back out. There is no mask requirement.

Summer programs will include a Virtual Pet Show, where patrons can submit pictures of their pets to be displayed on social media and in the library. The end of summer reading party is part of the Highland Fling and the theme will be Reach for the Magic.

The Friends will have an entry in the Highland Fling parade, and the library will have a booth. The library also had a booth at the Cedar Hills festival, and it was a success. The Friends are going to have another used book sale during the Highland Fling. The Friends are paying for the teen and adult prizes for summer reading.

The library FY2022 budget was approved by the City Council without comment. Two grants are coming in. An ARPA grant for \$12,000, which is signed and funds should be available July 1. The second grant is a special grant through the ARPA, for bringing grandparents and grandchildren together via ereaders loaded with ebooks that appeal to seniors and the Tumblebooks App that features e-picture books and via ten monthly grandparent's story time during the upcoming school year. This is a good way to reach seniors, where the library does not have funds to buy the most popular books in large-print format.

#### *2. Friends of the Library Report*

See above in the director's report.

### **4. Action/Policy Items**

#### *1. Reducing the size of the Library Board*

The Board briefly discussed reducing the number of seats on the Board due to the current lack of interested members and the reduced workload of the standing committees. (Both the library director and the friends of the library are doing work the Board used to do.) The City Council will need to make the change, upon recommendation from the Library Board. The state requires 5-9 seats. The Board debated whether a Board of six or seven would be best given the current situation and quorum requirements. The Board also briefly discussed potential recruits.

Kim Rodela moved that the Library Board recommend to the City Council that the number of board seats be decreased to seven, and the Operating Procedures document be updated to reflect the change. Jessica Anderson seconded the motion. The vote was recorded as follows:

Yes	Roger Dixon, Chair
Yes	Jessica Anderson
Yes	Claude Jones
Yes	Kim Rodela
Yes	Edgar Tooley

The motion passed.

## *2. Draper Suncrest Neighborhood*

The Board discussed the issue of Utah County Draper residents not qualifying for Salt Lake County library cards. These residents often come to the Highland Library expecting to get library cards for free. They can obtain non-resident cards but have to pay for them. Donna proposes that we reach out to Draper about the potential of reimbursement. It has been suggested that the best way to do this is to have Mayor Mann approach the Draper City mayor. The Outreach Committee (Briawna and Claude), along with Roger, could be sent to discuss this with Mayor Mann. It might be most effective if the issue was brought to Draper's attention by the affected citizens. But the Board has the ability to open the discussion with Mayor Mann.

Claude Jones moved that the Library Board Outreach Committee meet with Mayor Mann about the Draper Suncrest neighborhood library card reimbursement. Edgar Tooley seconded the motion. The vote was recorded as follows:

Yes	Roger Dixon, Chair
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Yes	Jessica Anderson
Yes	Claude Jones
Yes	Kim Rodela
Yes	Edgar Tooley

The motion passed.

## **5. Discussion Items**

### *1. Recruitment*

See above re: reducing the size of the Library Board.

## **6. Future Agenda Items**

- Election of board officers

The Board's next regular meeting is scheduled for July 22, 2021 at 7:00 p.m.

## **7. Adjournment**

Jessica Anderson moved to adjourn the Library Board meeting. Edgar Tooley seconded the motion. The vote was recorded as follows:

Yes	Roger Dixon, Chair
Yes	Jessica Anderson
Yes	Claude Jones
Yes	Kim Rodela
Yes	Edgar Tooley

The motion passed.

The meeting adjourned at 8:06 p.m.

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I, Jessica Anderson, Highland City Library Board Secretary, hereby certify that the foregoing minutes represent a true, accurate, and complete record of the meeting held on May 27, 2021. This document constitutes the official minutes for the Highland City Library Board Meeting.