



## **LIBRARY BOARD MEETING - JANUARY 16, 2025**

Virtual Meeting | <https://meet.google.com/gvw-zbrf-mww?authuser=0>

January 16, 2025 at 5:30 PM

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### **MINUTES**

#### **CALL TO ORDER – 5:33 pm**

#### **ROLL CALL**

1. Presented by Library Board Chair – 5:34 pm

##### **Trustees**

Marjorie Haun-Storland - present

Marlene Huckabay - absent

Heather Lynn - present

Lucille Cody - absent

Zak Podmore - absent

Shannon Brooks - present

Commissioner Silvia Stubbs - present

Library Director Nicole Perkins - present

Assistant Library Director Mikaela Ramsay – present

##### **Guest**

Jackie Jeppson – present

Annette Myers - present

#### **APPROVAL OF MINUTES – 5:36 pm**

2. Library Board Meeting - October 2024 Budget Minutes for Approval

Motion to approve the October 2024 budget meeting minutes

#### **PUBLIC COMMENT**

Brooks – commends his daughter for working in the Blanding library.

Stubbs – The commission recently passed a resolution preparing to celebrate the 250-year anniversary of the Foundation of a Nation. Stubbs to share more information to get more people involved.

Brooks asked if the board has a fiduciary responsibility regarding the library budget. The budget has increased ~\$100,000 since the board approved the budget in October 2024. Stubbs recommends reaching out to Peter Brown to get clarification.

#### **BUSINESS/ACTION – 5:54 pm**

3. 2025 Library Board Election: Haun-Storland nominated Brooks. Lynn seconded and the motion carried.

4. 2025 Library Board Meeting Schedule for Approval:

Jeppson expressed concern for meeting schedule time of 5:30 pm

Lynn expressed concern of library board meetings being scheduled during planning and commission meetings.

The Library Board approved the 2025 Schedule with one change. The Library Board changed the October 9, 2025 meeting to October 2, 2025. Brooks made a motion to approve the schedule, Commissioner Stubbs seconded the motion and it carried.

5. Library Board Letter of Interest - Jackie Jeppson. Lynn made a motion to approve Jeppson, to become a member of the Library Board. Commissioner Stubbs seconded the motion and it carried.
6. Library Board Letter of Interest - Annette Myers. Haun-Storland made a motion to approve Myers, Brooks seconded the motion and it carried.
7. Volunteer and Employee Criminal Background Check – 6:14 pm

7. Volunteer and Employee Criminal Background Check

Perkins – reviewed SJC library policy: Employee and Volunteer Criminal Background Checks. Perkins states the legislature passed a state statute in 2022, effective 2024 that any staff or volunteers have a criminal background check who work with individuals 18 years of age or vulnerable populations.

Staff and volunteers will work with the HR department for criminal background checks.

Perkins to ask HR about obtaining background checks through additional counties.

Ramsay – volunteers are not left alone with children or vulnerable populations and staff are always present during library activities.

Myers – asked about the process of making changes to the policy once it is approved.

Brooks – made a motion to approve the background check policy. The motion carried.

#### **LIBRARY DIRECTOR REPORT – 6:35 pm**

8. Presented by Nicole Perkins, Library Director / Blanding Librarian – 7:11 pm

Holiday events; gingerbread contest, summer produce, and upcoming reading program

9. 2024 End of Year Statistics

Firewall grant and project overview

10. Financial Reports for the Library System

Board discussion on over budget of maintenance costs. Savings is being depleted each year to cover other costs.

**ASSISTANT DIRECTOR REPORT – 7:26 pm**

11. Presented by Mikaela Ramsay, Assistant Director / Monticello Librarian

Craft club, summer reading program, co-working space, and December business expo.

**LIBRARY CHAIR REPORT – 7:35 pm**

**ADJOURN – 7:41 pm**

**\*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\***

APPROVED: \_\_\_\_\_  
San Juan County Library Board

DATE: \_\_\_\_\_