



## **Board of Trustees Regular Session Wednesday, November 16, 2022**

**Present:** Vicki Matsumori, Ali Lyddall, Dustin Lewis, Kirsten Woodbury, Jessica Miller

**Excused:** Joelle Rasmussen, Sage Fitch

**Others:** Kim Fong, Murray Library Director; Julia Pehrson, Murray Library Assistant Director; Brittney Casad, Murray Library Staff

**1. Call to Order:**

Chairman Lyddall called the meeting to order at 5:32 p.m.

**2. Approval of Minutes:**

The minutes for the October 2022 meeting were approved, as written, on a motion made by Vice Chairman Lewis. This was seconded by Vicki Matsumori and voting was unanimous in favor.

**3. Public Comment:**

None

**4. Financial Reports:**

33% of the year has lapsed and, overall, everything is on budget. Chairman Lyddall asked if the interest income line is high because more was received than expected and the answer was yes. Chairman Lyddall asked which budget was used to pay for the new internet hardware. Director Fong answered that those funds came out of the Capital Building budget. A motion to receive and file the financial report was made by Vicki Matsumori and seconded by Kirsten Woodbury. Voting was unanimous in favor.

**5. Board Reports:**

Chairman Lyddall stated that she was asked by a woman at a meeting how to apply to be on the Library Board. Director Fong answered that typically the interested person sends her an email and she will keep them on a list. Jessica Miller asked if there are any disadvantages to an open call to fill a board position. Director Fong replied that it could be done that way, but the main problem is that a position is selected by district, so people are not always contacted very quickly. She stated that she will look into implementing some sort of application process.

**6. Director's Report:**

Director Fong shared a handout that covers the annual statistical report that is sent to the Utah State Library. Vicki Matsumori asked what gets done with the information. Director Fong answered that all of the statistics are put into a national database where they can then be compared with the numbers of other libraries across the country. Chairman Lyddall inquired how these numbers compare to the 2018 and 2019 numbers. Director Fong replied that they are still lower, but definitely going up.

**7. New Business:**

**7.1 2023 Meeting Calendar:** Director Fong stated that the meetings for next year need to be set. She asked if 11 meetings should be planned for or if the June meeting should be canceled. Kirsten Woodbury stated that she remembered planning for 11 meetings and then that gave flexibility to cancel a meeting as needed. Chairman Lyddall confirmed that planning for 11 meetings sounds like a good idea. Vice Chairman Lewis made a motion to confirm the meeting schedule to be the third Wednesday of each month, from January to November, at 5:30 p.m. at the Murray Library. This was seconded by Vicki Matsumori and voting was unanimous in favor.

**7.2 Christmas Eve Hours:** Director Fong stated that Christmas Eve is traditionally a slow day at the library. She added that if that day lands on a weekday, then it is a half-day holiday. Since it is on a Saturday, that does not apply. She asked if the library should then be open for a half-day or closed for the entire day. After discussion, Vice Chairman Lewis made a motion to close the library at noon on December 24, 2022. This was seconded by Jessica Miller and voting was unanimous in favor.

**8. Old Business:**

**8.1 Land Options:** Vice Chairman Lewis made a motion to move to a closed session for the purpose of discussing the purchase, sale or lease of property. This was seconded by Vicki Matsumori and a roll call vote was called: Vice Chairman Lewis – Aye, Vicki Matsumori – Aye, Kirsten Woodbury – Aye, Chairman Lyddall – Aye, Jessica Miller – Aye. The meeting was closed at 6:10 p.m.

Vicki Matsumori made a motion to come out of closed session. This was seconded by Vice Chairman Lewis and a roll call vote was called: Vice Chairman Lewis – Aye, Chairman Lyddall – Aye, Vicki Matsumori – Aye. The meeting was reopened at 7:05 p.m.

**9. Adjournment:**

A motion to adjourn was made by Vice Chairman Lewis and seconded by Chairman Lyddall. Voting was unanimous in favor. The meeting was adjourned at 7:06 p.m.