



LIBRARY BOARD MEETING

Wednesday, May 26, 2025 at 6:00 PM

Library Board Room, 50 West Main, Hyrum, Utah

MINUTES

Public notice is hereby given of a Hyrum Library Board Meeting to be held in the Library Board Room, 50 West Main, Hyrum, Utah at 6:00 PM, May 26, 2025. The proposed agenda is as follows:

1. **ROLL CALL:** Emily Coltrin, Jared Clawson, Amelia Bingham, Kelsey Bladen, Janna Bushman, Amy Burton, Andrea Maughan, Teri White
2. **CALL TO ORDER:** Janna Bushman 6:03pm
3. **WELCOME:** Emily Coltrin
4. **REVIEW MINUTES:** Amelia Bingham motioned to approve the minutes as written from March 12, 2025, board meeting. Seconded by Amy Burton. The vote was unanimously approved.
5. **PUBLIC COMMENTS:** None
6. **BUSINESS**

A. Directors Report - Emily Coltrin:

Library programs for children and teens are not offered during the month of May. The library still holds few Adult programs. This month approximately 13 adults attended the book club. All programs during the spring months are well attended.

Two new library pages have been hired, and the library is currently hiring a library assistant, this position will focus on adult programming.

Mayor Miller approved the homebound service; this will be open to the public in the fall.

B. City Council Report - Jared Clawson:

Jared shared that more growth is coming to Hyrum.

C. Seat vacancies:

Amy Burton and Janna Bushman's term is up in June 2025. The library board submitted names and phone numbers of those who could be potential candidates, Jared Clawson will contact them to see which would like to serve on the library board.

D. Review and approval of Internet Policy:

Every five years the internet policy must be reviewed to be sure that our policy aligns with the Utah State code. On page 3, Section 6 code number 9-7-215 was added. On page 4 wording was changed to add the word “personal” to clarify the difference between a library device and a personal device.

A new paragraph was added at the end of the policy to allow patrons to question or ask for clarification of the policy by contacting a member of the library staff or library board.

Policy changes were approved by Teri White and seconded by Amelia Bingham and voted unanimously. The policy was signed by Janna Bushman and Emily Coltrin. A copy of the policy and cover letter was sent to Utah State Library for final approval.

E. Review and Approval of 2025 -2028 Strategic Plan:

Every three years the Strategic Plan should be reviewed. This year the library put out a public survey to see how best we could serve our community. The library had approximately 100 survey responses. Responses included requesting a country-wide library system, library staff to wear name tags, and wishing for more titles on Libby. Almost all patrons expressed love for the programs we do.

The libraries goals for the 25-28 Strategic plan are:

- Homebound Service hoping to start in August 2025
- Re-evaluating Adult programming
 - Write @ Night which features local authors and gives time for writing for those who are attending. Low attendance.
 - Work with local agencies like the USU extension.
 - Effective communication to promote library programs.
- Constantly making changes and improving the library to make it appealing to patrons. The building is now 18 years old, and needs to be maintained, a new roof needs to be replaced, and tile floor needs to be replaced along with possible remodel of circulation desk.

F. Fee Schedule:

The updated fee schedule has been approved by the Hyrum City Council and will go into effect July 1, 2025.

G. Summer Reading Program – update:

Kick-off party is scheduled for June 2nd at the City square at 6:30pm, if it rains it will be moved to the Elite Hall. Various programs have been planned throughout June and July and a sign up for help has been passed around for the board to sign up. Summer Reading ending party will be at the Salt Hollow Park in Hyrum on August 1st at 7:30pm.

7. ADJOURNMENT: 7:05pm. The next board meeting is scheduled for September 10, 2025 at 6:00pm in the Library meeting room.

Emily Coltrin
Library Director

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Hyrum City Library at 435-245-6411 at least three working days before the meeting.

CERTIFICATE OF POSTING - The undersigned, does hereby certify that a copy of the foregoing Notice posted on the Utah Public Notice Website and Hyrum City's Website, provided to each member of the governing body, and posted at the Library 50 West Main, Hyrum, Utah, this 26th day of May, 2025. Emily Coltrin, Library Director.