



LIBRARY BOARD MEETING - JULY 21, 2022
Virtual - <https://meet.google.com/dcn-enuq-crt?hs=122&authuser=0>
July 21, 2022 at 5:30 PM

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

- [1.](#) Library Board Minutes - June 2022

PUBLIC COMMENT

BUSINESS/ACTION

LIBRARY DIRECTOR REPORT

- [2.](#) Director's Report - June 2022

REPORTS FOR BLANDING, MONTICELLO AND SATELLITES

LIBRARY CHAIR REPORT

ADJOURN

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



LIBRARY BOARD MEETING

Virtual/Blanding Library
June 9, 2022 at 5:30 p.m.

MINUTES

CALL TO ORDER: 5:31 PM

ROLL CALL:

Present: Ramona Chamberlain (Board Chair), Genevieve Ford, Carolyn Dailey, Tim Schulte, Lucille Cody; Mikaela Ramsay (Assistant Library Director), Mack McDonald (County Representative), Zak Podmore (prospective board member)

Absent: Nicole Perkins (Library Director)

APPROVAL OF MINUTES

1. Approval for March 31, 2022 Library Board Minutes was postponed until the next meeting.

PUBLIC COMMENT

N/A

BUSINESS/ACTION

2. Zak Podmore introduced himself as a candidate for the San Juan County Library Board and presented his letter of intent. Ford motioned to send the letter on to the County Commission, Dailey seconded the motion, and voting was unanimous.

LIBRARY DIRECTOR REPORT

3. N/A

REPORTS FOR BLANDING, MONTICELLO, AND SATELLITES

4. Assistant Director—Monticello:

The summer reading program began with the puppet show being held today.

The report has for the Sorensen Grant, which supplied funding for the co-working hub. Signage for the space should be installed before July 24, and the Rotary Club has already met in the space. The Google Search information on the co-working hub needs to be updated and usage instructions still need to be posted as well.

A librarian was hired to cover LaSal and Monticello shifts (2 days at each site). Because she lives between the two centers, this will hopefully improve the way LaSal is run because the librarian will be familiar with operations at the larger branch as well. Activities from Monticello can also be used in LaSal.

New Library Cards: In order to help Overdrive and Libby operate correctly, the State Library paid for and designed new cards for all patrons. The library is switching cards for regular patrons as they visit libraries and will later send out letters to patrons who haven't physically visited. They are considering making phone calls to save on postage. It was unclear when the deadline the finish the card update should be.

LIBRARY CHAIR REPORT

5. The Chair excused Library Director Perkins from the meeting. Chamberlain explained to Podmore how to find Trustee materials at library.utah.gov and suggested a review of the handbook.

ADJOURN

6:15 p.m. Cody made a motion to adjourn, Ford seconded, and the motion passed unanimously.

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APPROVED: _____
San Juan County Library Board

DATE: _____

Library Director's Report

June 2022

General Report

- Implementing 14-digit barcode project – Mikaela's report
- All Internet Costs for libraries are covered by UEN/UTEN until further notice
- Summer Reading well under way. Bingo activity cards used again with 2 options – children up to 11 and 12 and up.

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Blanding Library

- Hydroponic Garden and other Hydroponic systems – 1st harvest and using in Summer Reading activities with both younger and older children.
- Summer Reading Activities
- Themed new displays each month such as Black History, Pride, Pioneer, Award Winners, Holidays, etc.

Bluff and Montezuma Libraries

- Focusing on promoting Overdrive and other services
- Covering in the Summer for Bluff and Montezuma Creek Libraries
- Expanding the Young Adult and DVD collection

La Sal Library

- New Librarian, Marsha Sanders

Monticello Library

*See Mikaela's report

Library Statistics for May 2022

TOTAL = 4560

Item 2.

Patron Visits

Blanding = 2997
Monticello = 1816
Satellites:
Bluff = 84
La Sal = 32
MCreek = 126
MV & NM = **CLOSED**
TOTAL = 5055

Checkouts

Blanding = 1876
Monticello = 1513
Satellites:
Bluff, La Sal, MCreek = 358
MV & NM = **CLOSED**
TOTAL = 3747

Doll, Steam kits, seeds, or Other Circulating

Blanding = 19
Monticello = 4
Satellites:
Bluff, La Sal, MCreek = 3
TOTAL = 26

Online Circulations

Overdrive = 1394

Website Visits

TOTALS 295 = site sessions
204 = unique visitors

Computer Checkouts

Blanding = 251
Monticello = 197
Satellites:
Bluff = 12
La Sal = 1
MCreek = 84
MV & NM = **CLOSED**
TOTAL = 545

Food Bank Meals Served

Blanding = 31
Monticello = N/A
La Sal = 17
TOTAL = 48

Wireless Usage (Ubiquiti)

Blanding = 997
Monticello = 1220
Satellites:
Bluff = 963
La Sal = 409
MCreek = 971

Hotspot checkouts

Blanding = 15(6 MiFi/9 Cell.1)
Monticello = 4 (4 MiFi/0 CBRS)
Satellites:
Bluff, La Sal, MCreek = 23 (4 MiFi/19 Cell.1)
TOTAL = 42

Money Collected*

Blanding - 285.22 /Book Sale 81.74
Monticello - 213.44/Book Sale 42.54
Satellites:
Bluff - 11.51/Book Sale - N/A
La Sal - 0.00 /Book Sale 0.00
MCreek - 34.15/Book Sale - N/A
TOTAL = \$544.32/\$124.28

Programs by Age Group

Branch	Age Group # of Event	Age Group # Attended
Blanding	0-5 = 3 6-11 = 0 12-18 = 0 19+ = 5 General = 0	0-5 = 70 6-11 = 0 12-18 = 0 19+ = 21 General = 0
Monticello	0-5 = 4 6-11 = 4 12-18 = 0 19+ = 0 General = 0	0-5 = 45 6-11 = 135 12-18 = 0 19+ = 0 General = 0
La Sal	0-5 = 2 6-11 = 0 12-18 = 0 19+ = 1 General = 0	0-5 = 8 6-11 = 0 12-18 = 0 19+ = 5 General = 0
TOTAL =	0-5 9/123 6-11 4/135 12-18 0/0 19+ 6/26 General 0/0	

Self Directed Activities

Branch Age Group # of Participants Type/Name

Volunteers and Volunteer Hours

	# of Volunteers	# of Hours
-		
Blanding	2	4
Monticello		
Satellite:		
Bluff		
La Sal	2	2

Montezuma Creek
TOTAL = 4/6

Item 2.

**Borrowers grant covers postage until further notice.*

Library Statistics for April 2022

Patron Visits

Blanding = 2764
Monticello = 1594
Satellites:
Bluff = 108
La Sal = 158
MCreek = 152
MV & NM = **CLOSED**
TOTAL = 4776

Checkouts

Blanding = 1844
Monticello = 1469
Satellites:
Bluff, La Sal, MCreek = 472
MV & NM = **CLOSED**
TOTAL = 3785

Doll, Steam kits, seeds, or Other Circulating

Blanding = 12
Monticello = 3
Satellites:
Bluff, La Sal, MCreek = 5
TOTAL = 20

Online Circulations

Overdrive = 1365

Website Visits

TOTALS 274 = site sessions
174 = unique visitors

Computer Checkouts

Blanding = 229
Monticello = 174
Satellites:
Bluff = 11
La Sal = 0
MCreek = 87
MV & NM = **CLOSED**
TOTAL = 501

Food Bank Meals Served

Blanding = 37
Monticello = N/A
La Sal = 69
TOTAL = 106

Wireless Usage (Ubiquiti)

Blanding = 761
Monticello = 1313
Satellites:
Bluff = 1317
La Sal = 327
MCreek = 781

TOTAL = 4499

Hotspot checkouts

Blanding = 16 (5 MiFi/11 Cell.1)
Monticello = 3 (2 MiFi/1 CBRS)
Satellites:
Bluff, La Sal, MCreek = 30 (3 MiFi/27 Cell.1)
TOTAL = 49

Money Collected*

Blanding 481.18/Book Sale
Monticello 292.29/Book Sale 156.54
Satellites:
Bluff - 22.00/Book Sale N/A
La Sal - 8.00/Book Sale 0.00
MCreek - 28.15/Book Sale N/A
TOTAL = \$Pending

Programs by Age Group

Branch	Age Group # of Event	Age Group # Attended
Blanding	0-5 = 4 6-11 = 0 12-18 = 0 19+ = 5 General = 0	0-5 = 129 6-11 = 0 12-18 = 0 19+ = 22 General = 0
Monticello	0-5 = 3 6-11 = 4 12-18 = 4 19+ = 0 General = 0	0-5 = 15 6-11 = 47 12-18 = 9 19+ = 0 General = 0
La Sal	0-5 = 0 6-11 = 8 12-18 = 0 19+ = 1 General = 0	0-5 = 0 6-11 = 69 12-18 = 0 19+ = 3 General = 0
TOTAL =	0-5 7/144 6-11 12/116 12-18 4/9 19+ 6/25 General 0/0	

Self Directed Activities

Branch Age Group # of Participants Type/Name

Volunteers and Volunteer Hours

	# of Volunteers	# of Hours
Blanding	2	3
Monticello		
Satellite:		
Bluff		
La Sal	3	15

Montezuma Creek

TOTAL = 5 /18

**Borrowers grant covers postage until further notice.*

Library Statistics for JUNE 2022

TOTAL = 3906

Item 2.

Patron Visits

Blanding = 3091
Monticello = 2003
Satellites:
Bluff = 62
La Sal = 42 Pending Update
MCreek = Pending
MV & NM = **CLOSED**

TOTAL = Pending

Checkouts

Blanding = 2276
Monticello = 1866
Satellites:
Bluff, La Sal, MCreek = 350
MV & NM = **CLOSED**

TOTAL = 4492

Doll, Steam kits, seeds, or Other Circulating

Blanding = 12
Monticello = 7
Satellites:
Bluff, La Sal, MCreek = 2

TOTAL = 21

Online Circulations

Overdrive = 1752

Website Visits

TOTALS 253 = site sessions
174 = unique visitors

Computer Checkouts

Blanding = 277
Monticello = 151
Satellites:
Bluff = 19
La Sal = 0
MCreek = Pending
MV & NM = **CLOSED**

TOTAL = Pending

Food Bank Meals Served

Blanding = 109
Monticello = N/A
La Sal = 25 Pending Update
TOTAL = 134 Pending Update

Wireless Usage (Ubiquiti)

Blanding = 820
Monticello = 1099
Satellites:
Bluff = 829
La Sal = 282
MCreek = 876

Hotspot checkouts

Blanding = 20 (3 MiFi/17 Cell.1)
Monticello = 7 (6 MiFi/1 CBRS)
Satellites:
Bluff, La Sal, MCreek = 26 (6 MiFi/20 Cell.1)

TOTAL = 53

Money Collected*

Blanding - 213.44 /Book Sale 42.54
Monticello - 216.69/Book Sale = 97.29
Satellites:
Bluff - 74.72/Book Sale N/A
La Sal - 2.00/Book Sale 0.00
MCreek - Pending/Book Sale N/A

TOTAL = \$Pending/\$139.83

Programs by Age Group

Branch	Age Group # of Event	Age Group # Attended
Blanding	0-5 = 5	0-5 = 258
	6-11 = 3	6-11 = 198
	12-18 = 4	12-18 = 38
	19+ = 5	19+ = 27
	General = 0	General = 0
P Monticello	0-5 = 5	0-5 = 86
	6-11 = 3	6-11 = 58
	12-18 = 0	12-18 = 0
	19+ = 0	19+ = 0
	General = 6	General = 28
La Sal Pending Updates	0-5 = 0	0-5 = 0
	6-11 = 1	6-11 = 0
	12-18 = 0	12-18 = 0
	19+ = 1	19+ = 4
	General = 0	General = 0
TOTAL =	0-5 10/344	
	6-11 7/256	
	12-18 4/38	
	19+ 6/31	
	General 1/4	

Self Directed Activities

Branch Age Group # of Participants Type/Name

Volunteers and Volunteer Hours

	# of Volunteers	# of Hours
Blanding	2	4
Monticello		
Satellite:		
Bluff		
La Sal	1	1
Montezuma Creek		

TOTAL = 3 /5

**Borrowers grant covers postage until further notice.*

Item 2.