



LIBRARY BOARD

Wednesday, October 8, 2025, at 6:00 PM
Council Chambers at City Hall Building

BOARD MEMBERS PRESENT: Justine Carter, Alicia Thornton, Ashlyn Nguyen

OTHERS PRESENT: Library Director Jen Wagner, Council Member Travis Keel, Community Services Director John Bradley

WELCOME

PLEDGE OF ALLEGIANCE

Held the pledge of allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Provided by Library Director Wagner.

MEETING MINUTES

1. April and July Minutes approved. Motion made by Board Member Nguyen and seconded by Board Member Thornton. Unanimously approved.

NEW BUSINESS

2. Welcome new Board Member Justine Carter
3. Summer Reading Theme for 2026 will be focused on the theme of Dinosaurs. Staff are already planning and purchasing supplies.
4. Library Building Process- CS Director Bradley gave an update on the new building. Framing is almost complete. They are adding floor cutouts to the concrete to allow for electrical plugins in the middle of the room near bookshelves and seating areas. City Admin has determined to add cameras throughout the new library to make sure we are covered with meeting rooms, bathroom hallway and stairwell area. This will be safer for everyone and prevent any mischief. Next steps include electrical, plumbing, HVAC and then sheetrock.
5. Councilmember Keel asked about the potential of a drive-up book drop. It has been discussed but not approved due to potential development in the geographical area between the new library and the museum. It was noted that staff must go out to a standalone book drop in inclement weather and have someone stop by to pick up books on days when the library is closed. Otherwise, the current box gets filled, locks automatically and patrons leave books outside the building door. It was discussed that an alternative option might be a drop-off directly connected to the building. This could be accomplished with a designated parking space and walk up drop off to the building drop box. CS Director Bradley will discuss option with City Admin.

6. The facility is budgeted to have interior work completed. No funds have yet been budgeted for FF & E (Furniture, fixtures and Equipment)
7. Library did receive additional funds this fiscal year for increased part-time staff hours. Job openings have been opened for a new Library Clerk and Library Paige position.
8. Library Director Wagner recently attended Utah Library Directors Conference. Staff are receiving ongoing training.
9. The current library recently received new light fixtures. They make the area more visible for staff and patrons. Library staff added the project to Instagram as part of marketing efforts.
10. Upcoming events include:
 - a. Author event with Josh Allen on October 23. 150 spots will be available.
 - b. Murder Mystery Night. 40+ adult library book club participants.
 - c. December-Chain of Kindness activity.
 - d. December-End of year adult reading challenge wrap up.
 - e. January-Start of year adult reading challenge will kick off.

BOARD MEMBERS UPDATES, QUESTIONS, RECOMMENDATIONS

11. Board members with 3-year term expiring include Board Member Craig, Thornton and Shaw. Library Director Wagner will have discussions with each of them to determine their desire to have Mayor reappoint them for another 3-year term.

NEXT MEETING

12. Wednesday January 14, 2026 at 6pm

ADJOURNMENT

Board Member Nguyen motioned to adjourn the meeting and it was seconded by Board Member Thornton.

ATTEST:

Board Chair

Meeting Recorder
