LIBRARY BOARD MINUTES

Library Board Meeting Minutes
Thursday, August 14, 2025

The Davis County Library Board met for their regularly scheduled meeting at 1:00 PM on August 14, 2025, at the Library Headquarters Staff Conference Room.

PRESENT

Ryan Nilsen, Vice Chair
Commissioner Lorene Kamalu
Jessica Groves
Justin Wright
Rosalie Taylor
Josh Johnson, Library Director
Sam Macias, Chair, excused
Sara Reed, excused

GUESTS

Lynnette Mills, Deputy Director
Matt Goff, Deputy Director
Ellen Peterson, Deputy Director
Kim Valeika, Outreach Manager
Jenny Tankersley, Library

WELCOME

Ryan 1:06 pm Ellen Matt Kim

Ryan Nilsen welcomed the Board and called the meeting to order at 1:06 pm.

PUBLIC COMMENTS

There were no public comments.

ACTION ITEMS

1. **#2025-683. Approval of Minutes from June 12th and June 23rd, 2025** - *presented by Joshua Johnson, Director, Library*

The minutes from June 12th and June 23rd, 2025 were presented to the Board for review.
Commissioner Kamalu moved to approve the June 12th and June 23rd 2025 minutes. Rosalie Taylor seconded the motion. The motion was unanimously carried.

2. **#2025-684. Ratification of Expenditures - May 2025 & June 2025** - *presented by Joshua Johnson, Director, Library*

The May 2025 and June 2025 expenditures to the Board. There were no questions about the expenditures.
Jessica Groves moved to ratify the May 2025 and June 2025 expenditures. Commissioner Kamalu seconded the motion. The motion was unanimously carried.

3. **#2025-855. Ratification of Library Quarterly Donations for April–June 2025** - *presented by Joshua Johnson, Director, Library*

Financial Information:

- Type: Receivable
- Amount: $1,783.50

Terms:

- Beginning Date: 04/01/2025
- Ending Date: 06/30/2025

Josh told the Board that the County has changed its donation policy. Those changes are now reflected in how the Library reports its donations. All donations, regardless of amount, now go through the Commission. Commissioner Kamalu said this opens the door a little for different types of donations.
Justin Wright moved to ratify the Quarterly Donations. Rosalie Taylor seconded the motion. The motion was unanimously carried.

4. **#2025-856. Ratification of a Summary of Library Low Dollar Contracts** - *presented by Joshua Johnson, Director, Library*

Financial Information:

- Type: Payable
- Amount: $4,445.00

Terms:

- Beginning Date: 06/01/2025
- Ending Date: 09/10/2025

Josh presented the Summary of Low Dollar Contracts to the Board. He noted that most of the contracts included were for Summer Reading and many of them came at no cost to the Library.
Rosalie Taylor moved to ratify the Low Dollar Contracts. Justin Wright seconded the motion. The motion was unanimously carried.

5. **#2025-682. Ratification of Addendum to Contract 2021-455 with Innovative Interfaces, Inc for Vega Interact SMS** - *presented by Matt Goff, Deputy Director, Library*

Matt explained to the Board that this contract is for text notifications from our ILS. The library has been using an email to text platform, however, the three largest cell providers are now treating email to text messages as spam. This contract is for a third party and works in conjunction with our ILS. Patrons will be able to opt in or out. Justin Wright asked what type of information is conveyed in the texts. Matt explained that it is used for hold notifications, overdue notices, and for those that opt in for receipts via text. Matt explained that this contact covers 23,000 texts per month. Ryan Nilsen asked how many people have opted in for text notifications. Josh said we'd get back to the Board with that information. Justin Wright asked if this would have the ability to send out "what's happening this week" or programming texts in the future. Josh said that it may be possible and the library will look into it.
Jessica Groves moved to ratify the addendum to Contract 2021-455. Justin Wright seconded the motion. The motion was unanimously carried.

INFORMATION & DISCUSSION ITEMS

6. **#2025-941. Programming Update** - presented *by Kim Valeika, Programming and Outreach Manager, Library*

Kim Valeika told the Board that the summer reading programs were very successful. The telephone booth escape room was a big hit and had in excess of 850 participants at the two branches that housed it. The Children's Librarians have created popular escape rooms for the younger set. Kim told the Board that planning has been in full force for the Holocaust exhibit. The exhibit will be open to the public at the Clearfield branch October 1st - November 6th during regular Library hours. There will be some programs for the exhibit that will happen in the Clearfield branch auditorium and others at the Clearfield City Arts center.

7. **#2025-942. Staff Participation in Professional Conferences Update** - presented *by Joshua Johnson, Director, Library*

Josh told the Board that nine staff attended the Utah Library Association (ULA) in St. George this year. Several people who went to the conference in turn presented what they learned to staff at the annual staff training day. Josh told the Board that ULA is held annually. The library also sends staff to the Public Library Association (PLA) every two years. The library hopes to send staff and one or two Board members in 2026 to PLA in

Minneapolis. Josh told the Board that there will be an interest form that will be going out to Staff and Board members for next year's PLA conference.

8. **#2025-932. South End Construction Update** - *presented by Joshua Johnson, Director, Library*

Lynnette Mills informed the Board that the RFP for contractors went out and is due back on the 21st of August. She told the Board that the architects are working on the design and the initial renderings are looking very good. Josh told the Board that the final design team generally includes a member of the Board and a member of the public.
Lynnette mentioned to the Board that the library is actively searching for off-site locations. Commissioner Kamalu thanked the Board members who attended the Commision session discussing the construction project.

ADJOURNMENT

The Board adjourned at 2:00.