

**CACHE COUNTY  
LIBRARY BOARD MEETING  
MINUTES  
February 21, 2023**

The Cache County Library Advisory Board convened in a regular session on  
February 21, 2023 at 5:00 PM at 420 South 500 East, River Heights, UT

**ATTENDANCE**

**Members of the Library Board in Attendance:**

Sharlie Gallup – River Heights  
Chelsi Kartchner – River Heights  
Mark Hurd – Cache County  
Karina Brown – Cache County Liaison  
Brynnan Sainsbury – Library Director

**Members of the Library Board Absent:**

Jeanell Sealy – Providence City

**Others in Attendance:**

David Zook – Cache County Executive  
Megan Izatt - Minutes

**05:10:00**

**Call to Order**

**Gallup** called the meeting to order and did introductions.

**Agenda and Minutes**

**ACTION: Kartchner motioned to approve the agenda and the minutes from  
October 18, 2022. Hurd seconded the motion and the vote in favor was  
unanimous, 3-0.**

**Action Items**

**#1 Appointment of Secretary**

The **Board** discussed appointing Megan Izatt as secretary.

**#2 Adding Electronic Participation for a Quorum to Library Board Bylaws**

The **Board** discussed adding electronic participation for a quorum to the bylaws.

**ACTION: A motion was made by Kartchner to adopt the Cache County  
Council Code for the Library Board Bylaws to permit electronic**

participation in quorum meetings. Gallup seconded the motion. The vote in favor was unanimous, 3-0.

### **Library Director's Report/Financial Report**

**Brynnan Sainsbury** reviewed the director's report and recapped 2022. The budget for books increased this year significantly. The juvenile non-fiction section is being updated this year because it was very outdated. The County card is only useable at the location in Providence. There is a possibility to need to add a cost for interlibrary loan due to shipping costs increasing.

### **Discussion Items**

#### **#2 Review of Library Fine Policy (County website)**

**Sainsbury** reviewed the fine policy. Sainsbury suggested that DVD and audio books be the same price as books.

The **Board** discussed changing the fines so that all items are \$.10 per day. The money collected from fines does not go back to the library fund; it goes into the General Fund for the County. Fines would maybe be collected in a timelier manner if the library had way to take credit cards. Patrons that have fines \$5 or more are blocked by the system from checking out books.

#### **#3 Recommendations for Library Board Members to fill Two Vacancies**

**Kartchner** recommended Chaiya Wimber and Candy Evans.

The **Board** discussed the makeup of the voting members and where membership should come from and would be good to help fulfill the Library's goals. **Hurd** also has a suggestion but needs to check with them first. All recommendations for names should be turned into the County Executive.

**05:50:00**

#### **#1 Consideration of River Heights Facility as Potential Future Location of the Cache County Library (420 South 500 East, River Heights)**

**Board members** toured the building.

**Gallup** will work on getting the building plans and the details on load bearing walls and structure of the building from the River Heights Public Works Director.

### **Other Items**

### **Next Meeting:**

**Gallup** will talk with Jeanell about meeting May 16 at 5:15 pm at the Library.