



# MINUTES Library Advisory Board Meeting

6:00 PM - Wednesday,  
November 4, 2020  
Zoom

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The Library Advisory Board of the City of Sandy was called to order on Wednesday, November 4, 2020, at 6:00 PM, in the Zoom, with the following members present:

**PRESENT:** Board Member Dale Scobert, Board Member Heather Michet , Board Member Jeri McMahan, Board Member Lynne Pollard, and Board Member Kathleen Draine

**EXCUSED:** Board Member Blanca Doroteo

**STAFF/LIAISON  
PRESENT:** Library Director Sarah McIntyre and Councilor Bethany Shultz

## AUDIENCE MEMBERS:

### 1. ROLL CALL

### 2. APPROVAL OF MINUTES

#### 2.1. Meeting Minutes

- Kathleen Draine wanted to clarify a statement in 2.1: add a comma after formula, and put quotes around "to be reviewed at the next meeting"
- Heather Michet suggested removing the word 'with' before the quoted statement.

**Heather Michet made a motion** to approve the minutes as amended **Lynne Pollard** seconded the motion. **CARRIED. unanimously.**

### 3. NEW BUSINESS

#### 3.1. Mask Policy

- Kathleen Draine sent an email with some edits to the mask policy before the meeting. These edits were accepted.

**Jeri McMahan made a motion** to approve the Mask Policy as edited **Lynne Pollard seconded the motion. CARRIED. unanimously.**

### **3.2. Boards and Commissions Code of Conduct**

- Discussed the Code of Conduct.
- Members agreed to sign the acknowledgment of the Code and return to the library.

### **3.3. Facebook as a dissemination platform**

- Discussed information dissemination as a whole using the Wildfires as an example.
- Sarah mentioned the change in website company that was coming, noting that it should be much easier to disseminate information through the new City website.

## **4. OLD BUSINESS**

### **4.1. Library District Advisory Committee (LDAC)**

- Kathleen Draine - LDAC Representative let the group know that LDAC has not met. She has emailed the Chair to ask about meeting.

## **5. STAFF UPDATES**

### **5.1. Next steps in reopening the libraries**

- We discussed that the library hopes to add browsing by appointment in the next few months.
- Heather Michet asked about browsing the Friends of Sandy Library (FoSL) Booknook.

### **5.2. How current services are being utilized**

- Sarah gave statistical information on how our current services are faring.
- Sarah will send wording for Computers by Appointment at Hoodland Library to Jeri McMahan and Lynne Pollard

## **6. ADJOURN**