



Monroe City Library Board Meeting Minutes

July 14, 2025

Monroe City Library | 49 North Main | Monroe, Utah

In attendance:

Council Member Erica Sirrine, Chair Linda Midgley, Vice-Chair Jennifer Nackowski, Secretary Lori Epling, Board Members Cindy Tripp-Kent, Noelle Smith, and Library Director Shelly Monroe.

Absent: Board Member Dawn Van Nosedol.

The meeting was called to order by Chair Midgley at 5:06 pm.

Invocation:

An invocation was given by Board Member Smith.

Minutes:

Board Member Smith made a motion to approve the minutes of April 14, 2025, as written. Vice-Chair Nackowski seconded the motion. The vote to approve the minutes of April 14, 2025, as written, was unanimous.

Accessibility Ramp

Chair Midgley said the city has received the \$20,000 grant, and the last requirement before building the ramp was to solicit community input on the specifications. In addition to asking some library patrons who it was known would access the ramp, on June 18, she and Director Monroe held a community meeting at the senior center. They brought visual representations of the proposed ramp and solicited comments and suggestions from most of those present. The proposal was very well received. Some people noted it would be easier for those with artificial knees and hips and those who used canes to use the ramp as well.

At this point the library is beginning the bid process for ramp construction. Director Monroe and Chair Midgley met with Doug Pearson of A-Grab-It, a company that builds railings. He advised them there are companies who build these ramps specifically, and offered to obtain information on those companies. City staff is contacting Jared Grundy, who has completed cement and construction work for the city before, to see if he would like to give us a bid.

Monroe City Library Board Meeting Minutes

July 14, 2025 | Page 2

As the sprinklers in the park will need to be moved to accommodate the ramp, a member of the city staff has suggested the ramp not be built until after October 15, when the secondary water will be turned off. After the bids are received, this timing will be considered, but there are other considerations, such as weather and costs rising in the next few months, which might make that not a feasible option.

It was asked who will maintain the ramp during bad weather? Director Monroe stated the same individual who shovels the walks during the winter months could maintain the ramp. Utilizing salt to melt snow could be a concern and potential hazard for the aging population. Discussion regarding installing heat on the ramp ensued. It was suggested that a fundraiser may be held to help with the cost of adding heat to the ramp.

Email and Website Address Changes

Director Monroe reported the new email address for the library would be monroelibrary@monroeut.gov and the website will be at monroeut.gov with links to the library. All government entities are required to have a .gov suffix. Monroe City website will be posted on all library-related materials.

Annual Book Sale

Director Monroe stated that setup for the annual July 24 Book Sale will be Wednesday, July 23, at 8:00 am. Cleanup will be Friday, July 25, at 8:00 am. The book sale will be held from 11:00 am to 2:00 pm on July 24. The library will be closed early (5:00 pm) on Tuesday and Wednesday and will be closed all day on Thursday. The 2025 book sale prices increased slightly for hardbound books.

Library Report:

Director Monroe provided updates on three state library recertifications required in June for qualified state grants and training eligibility. To qualify, libraries must meet at least five out of nine benchmark standards. Monroe Public Library exceeded expectations by meeting all nine benchmarks and ranking in the top 70th percentile in three of them.

CLEF (Community Library Enhancement Fund) Grant. The library received \$4,927 through the CLEF grant. Of that amount, \$3,550 was used for collection development, including children's books, popular fiction, and audiobooks. The remaining funds supported programming and activities for patrons. This grant continues to be essential in enabling the library to offer enhanced services and special events.

Utah State Library Borrower's Support Program. This grant supports the Interlibrary Loan (ILL) program by covering postage for incoming items. However, local libraries are responsible for return postage, which averages \$5 per book. Monroe Public Library received \$1,297 through the program and has used \$819 to date. With nearly 200 ILL requests processed annually, this funding is vital. The program is secured through 2026.

Monroe City Library Board Meeting Minutes

July 14, 2025 | Page 3

Summer Reading Program. This year's Summer Reading Program has seen strong participation, with approximately 50 children involved. The program has been supported by over \$400 in donations from local businesses, helping to fund incentives and activities.

Upcoming Halloween Event. Plans are underway for the annual family Halloween activity. This year's event will feature a "Scary Story Open Mic Night" with cocoa and donuts served outside. Upstairs, there will be games and stories for younger children. High school drama students will perform between patron storytellers, with each story lasting 5–10 minutes. While originally scheduled for 7:00–9:00 pm, the Board discussed shifting the event to 6:00–8:00 pm to better align with other Main Street and town activities. Library staff will evaluate the change.

New Business:

No new business was brought to the attention of the Board.

Next Meeting:

Chair Midgley made a motion that the next meeting be held October 13, 2025, at 5:00 pm. Board Member Tripp-Kent seconded the motion. The vote to hold the next meeting on October 13, 2025, was unanimous.

Adjournment:

Council Member Sirrine made a motion to adjourn. The meeting adjourned at 5:28 pm.