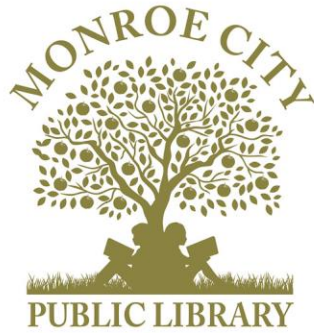




Monroe City Library Board Meeting Minutes

July 13, 2026

Monroe City Library | 49 North Main | Monroe, Utah

In attendance:

Council Member Candace Barney, Chair Linda Midgley, Vice-Chair Jennifer Nackowski, Secretary Lori Epling, Board Members Cindy Tripp-Kent and Dawn Van Nosedol, Library Director Shelly Monroe

Absent: Board Member Noelle Smith.

The meeting was called to order by Chair Midgley at 5:04 pm.

Invocation:

An invocation was given by Vice-Chair Nackowski.

Minutes:

Secretary Epling made a motion to approve the minutes of April 13, 2026, as written. Vice-Chair Nackowski seconded the motion. The vote to approve the minutes of April 13, 2026, as written, was unanimous.

Benchmarks for Recertification:

Director Monroe reviewed the library's re-certification benchmarks for circulation, staffing, programs, and expenses. State certification is required annually to remain eligible for grants, including the CLEF grant.

The 2025 Reporting Year Benchmark Report is based on the fiscal year. Values below the 10th percentile are flagged in red; values above the 70th percentile in green. Monroe Library fell below the 10th percentile in one measure and exceeded the 70th percentile in three:

- Below 10th percentile — Benchmark #2, Circulation of Physical Materials: 8.47.
- Above 70th percentile — Benchmark #5, Internet Terminal Users: 83.05.
- Above 70th percentile — Benchmark #7, Percentage of Collections Budget: 75.58.
- Above 70th percentile — Benchmark #9, Number of Programs: 79.66.

To address Benchmark #2, the library will undertake a comprehensive weeding-out project in 2027 to improve circulation performance and ensure the collection remains current and relevant.

Strategic Plan Goals:

Director Monroe reported that many of the goals of the 2024-2026 Strategic Plan were met or exceeded, then outlined the proposed 2027-2029 Strategic Plan as follows:

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Goal 1 (Educational Resources)—Children and families will have access to programs that provide educational and social enrichment:

Objective 1: The library will provide preschool “Story Time” programs that include sensory experiences such as listening to stories and music, playing games, moving to music, looking at art, tasting different foods, singing songs, and telling stories. Activities will include early literacy and hands-on activities. A minimum of two sessions per week will be scheduled to align with community preschools to allow more participation. Additional sessions may be added as demand grows. Current participation averages 20-30 children. Tracking measures were presented. Council Member Barney offered to create a spreadsheet staff can use to record participation.

Objective 2: The library will offer an “After-school STEM” program for elementary and middle school students. These STEM activities will be held weekly for K-6th grade students. The activity will be centered around a STEM concept including experiments, games, building projects, crafts, and demonstrations. Current attendance is 15-20 students, with several aging out of the program this year. Tracking measures were presented.

Goal 2 (Recreational Resources)—Community members will have access to programs that provide family-friendly activities and encourage social engagement:

Objective 1: Special programs will be offered three-four times each year to the community. These activities will include craft nights, game nights, storytelling, art exhibits, and performances. Progress and participation will be tracked and recorded.

Objective 2: Books will be provided to the senior citizens in the community. A selection of large print books will be offered at the Senior Citizens Center for seniors to check out, delivered on a bi-weekly or monthly rotation. Progress will be tracked. Vice-Chair Nackowski asked about the workload and resources for these programs given current staffing. Director Monroe acknowledged it is substantial, but noted the programs are successful and draw patrons of all ages into the library. The Board also discussed use of the Library of the Blind, a separate organization whose services the library accesses for qualifying patrons.

Goal 3 (Technology Resources)—The library will provide access to technology that can enrich patrons’ lives.

Objective 1: The library will circulate tablets with preloaded e-books and audiobooks. Devices will be available to check out books purchased from Audible and Kindle. There has been renewed interest in audiobooks among younger patrons, which the library will continue to promote. Staff are evaluating controls to limit non-library ordering on these devices.

Objective 2: The library will provide audiobooks for children and young people. A new audiobook section will accommodate voxbooks, wonderbooks, and playaways, with rechargeable devices available. Director Monroe demonstrated the various formats and how they are beneficial for struggling readers.

Vice-Chair Nackowski asked how patrons will learn about the new technology and library sections. Staff will publicize the information through the city website, flyers, newsletters, and word of mouth. Board Member Van Nosedol suggested meeting with elementary school teachers to

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share information. Director Monroe is developing a partnership with the local schools to align classroom reading lists with the library's collection.

Chair Midgley made a motion to approve the proposed 2027-2029 Strategic Plan as written. Board Member Tripp-Kent seconded the motion. The vote to approve the 2027-2029 Strategic Plan, as written, was unanimous.

Pioneer Day Book Sale:

Director Monroe announced the book sale will be held Friday, July 24, following the parade. Set-up is Thursday, July 23, at 8:00 am; clean-up Saturday, July 25, at 8:00 am.

The 2025 pricing will be re-used for 2026. Staff will be more selective with non-fiction and will offer a large selection of children's books, which should support successful fundraising efforts. The library will also sell branded book bags at \$12.00 each. Chair Midgley suggested including a free book with each bag purchase.

Library staff also assist the city with barbecue ticket sales on July 23. Board Member Tripp-Kent volunteered to help.

Library Report:

Director Monroe stated the library circulates a blood pressure monitor provided by the local health department. Libby service costs will increase from \$623 to \$840. The increase is to reduce holds and shorten patron wait times.

The summer reading program currently has around 27 participants. The 2025 program counted pages; this year the program tracks minutes read, which requires greater parent involvement. Chair Midgley asked about reusing the prior tracking visuals (snake, fish, music notes). Director Monroe said the visuals are engaging, but require considerable staff time and expense. Board Member Van Nosedol asked whether more expensive prizes would boost engagement. The Board also discussed incentives to draw participants outside of scheduled program hours; prizes and incentives may be increased as fewer were awarded than expected.

During August, staff will complete inventory. Other programs will remain as currently scheduled. As part of the 2027 weeding program, criteria will determine whether materials are sold at the annual book sale or donated. Materials unused in the last five years will be weeded unless part of a collection or series; non-relevant non-fiction will also be weeded.

Library staff currently creates rotating "face outs" to display older materials. Board Member Van Nosedol suggested printing brief summaries on the displays to spur interest. The library also promotes programs and materials on Facebook and Instagram.

The two platforms are not currently linked and cannot be combined. Council Member Barney recommended creating new linked accounts; the Board also discussed adding TikTok. Current followers would be notified before any change to preserve viewership. Board Member Tripp-Kent noted the college's small business program may be a resource for managing the platforms, which could help increase library traffic.

Board Member Van Nosedol proposed a "library of things"—circulating tools and appliances, etc.—modeled on larger libraries. Limited space and staffing could make implementation difficult, and the

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adjacent parks building has limited storage, and is already used for maintenance equipment and July 24 celebration items. Board Member Van Nosedol will research the idea as a special project and report back to the Board.

New Business:

No new business was presented to the Board.

Next Meeting:

Secretary Epling made a motion to hold the next meeting on October 12, 2026, at 5:00 pm. Council Member Barney seconded the motion. The vote to hold the next meeting on October 12, 2026, was unanimous.

Adjournment:

Vice-Chair Nackowski made a motion to adjourn. The meeting adjourned at 6:00 pm.