Minutes from a Regular Meeting of the
Highland City Public Library Board
Thursday, June 25, 2026 at 7:00 p.m.

IN ATTENDANCE

Board Members

Amy Brinton, Chair
Kevin Tams, Vice-Chair
Rachel Farnsworth
Wesley Warren
Lynn Lonsdale (departed 7:37 p.m.)

Other

Karen Liu, Library Director and Board Executive Officer

Absent Board Members

Jessica Anderson, Secretary
Ron Campbell

A quorum of the Board being present, Chair Amy Brinton welcomed those in attendance, and began the Library Board meeting at approximately 7:00 p.m. The meeting agenda was posted on the Utah State Public Meeting Website at least 24 hours prior to the meeting.

AGENDA

1. Public Comment

None. No members of the public were present.

2. Consent

a. Approval of meeting minutes

The Board noted that the June 4, 2026 gathering was an ad hoc meeting held without a quorum and therefore did not require formal approval of minutes under the Board's normal procedures. The Board instead considered the April 23, 2026 meeting minutes, which had not yet been formally approved.

Rachel Farnsworth moved to approve the April 23, 2026 meeting minutes. Lynn Lonsdale seconded the motion. The vote was recorded as follows:

Yes	Amy Brinton
Yes	Kevin Tams
Yes	Rachel Farnsworth
Yes	Wesley Warren
Yes	Lynn Lonsdale

The motion passed.

3. Reports

a. Director's Report

Karen gave her report, highlighting the Summer Reading Kickoff event, which drew over 400 attendees, including more than 230 people in the Council Chambers for a Scales and Tails presentation, and a gate count of approximately 800 visitors to the Library that day. She reported over $12,000 in combined Friends of the Library and State CLEF funding, which supported the purchase and cataloging of approximately 1,500 books in May and June, including new children's nonfiction. Karen also reported on the Library's new heritage-month book displays (America250, Pioneer Day, Juneteenth, Pride, and Father's Day), which have checked out well and reflect strong community interest. She updated the Board on the Library Board vacancy and on the Truth in Taxation process, both discussed further below.

4. Action/Policy Items

None.

5. Discussion Items

a. Book Reconsideration / Collection Challenge Policy

Karen reported that a list of approximately 34 books, characterized by a resident as objectionable, has been circulated to City Council members, but that no formal challenge has been submitted to the Library under its Reconsideration of Library Materials policy. The Board discussed the Library's existing collection development and reconsideration policies, which require a resident library cardholder to submit a written reconsideration form identifying specific objectionable content before a title is reviewed, first by the Library Director and then, on appeal, by the Board. Karen noted that other regional libraries have recently tightened their challenge policies, including limiting patrons to one active challenge at a time and barring re-challenge of a previously reviewed title for three years, which the Board may consider in the future. The Board agreed that, absent a formal challenge, no further action was warranted at this time and expressed confidence in the Library's existing policy and process.

b. Library Board Vacancy / Applications

Karen reported that, per Mayor Bills' request, the vacant Board position posting will remain open through mid-July. The posting has been listed on the Library's website, posted in the Library, and included in the monthly newsletter. One application has been received to date; the Mayor will review applications and conduct interviews after the posting closes. Board members noted they are encouraging additional candidates to apply.

c. Budget Update

Kevin Tams asked for clarification on the Library's materials budget, noting that the $55,000 budgeted for materials, plus the additional $12,000+ in Friends of the Library and State CLEF funding reported by Karen, brought total materials spending for the year to approximately $67,000. The Board discussed how to present these figures going forward so that supplemental funding is not conflated with the base materials budget. Karen also reported that her general ledger budget codes have not been updated by the City since April, making real-time budget tracking difficult, though the City is aware of the issue. The Board also asked for an update on the previously discussed purchase of a truck shell for TLC transport, to be funded using Councilmember Rice's discretionary funds; Karen said she would follow up with City Administrator Erin Wells to confirm the purchase status.

d. Truth in Taxation Public Hearings

Karen reported that the Truth in Taxation public hearings are tentatively scheduled for Monday, July 27 and Thursday, August 6, at 7:00 p.m., with the public hearing on the proposal and a formal vote to occur on August 11. City Administrator Erin Wells will present budget information at the July 27 and August 6 hearings, with Karen available to answer operational questions; Karen will be out of town on July 27, so Assistant Director Kim will attend in her place. Karen clarified that no public comment will be taken at the July 27 or August 6 hearings; public comment will be taken at the August 11 hearing.

The Board discussed a comparison of Highland's library funding and service hours to those of neighboring Pleasant Grove and American Fork, noting concerns that information presented at a recent City Council meeting regarding those libraries' budgets and hours was inaccurate. Board members emphasized the importance of the Library and City presenting accurate, factual information throughout the Truth in Taxation process.

The Board discussed strategies for building public support ahead of the hearings, including partnering with the Friends of the Library on grassroots outreach and messaging, requesting advance notice of the timing and content of any City mailers or notices so the Board and Friends can proactively communicate with residents beforehand, and encouraging residents to submit written comments in advance of the August 11 hearing. The Board asked Karen to confirm with Erin Wells what advocacy activities are appropriate for Board members, given the Library Director's obligation to remain neutral in her official capacity.

e. Community Bulletin Board

The Board discussed the community bulletin board located near the men's restroom, noting that the Library does not currently have a written policy governing its use and that it is unclear whether the space belongs to the Library or the City. The Board asked Karen to check with the City to clarify ownership and report back at the next meeting. If the space belongs to the Library, the Board expressed interest in either drafting a bulletin board policy or incorporating the space under the Library's existing display policy.

6. Closed Meeting

None.

7. Future Agenda Items

- Cybersecurity policy
- Library Foundation recruitment and fundraising
- FY27 budget discussion and library needs
- Community bulletin board policy

[Next regular meeting date not stated in the recording — please confirm.]

8. Adjournment

Kevin Tams moved to adjourn the Library Board meeting. Rachel Farnsworth seconded the motion. The vote was recorded as follows:

Yes	Amy Brinton
Yes	Kevin Tams
Yes	Rachel Farnsworth
Yes	Wesley Warren

The motion passed. The meeting adjourned at approximately [confirm exact adjournment time].

I, Rachel Farnsworth, Highland City Library Board member, hereby certify that the foregoing minutes represent a true, accurate, and complete record of the meeting held on June 25, 2026. This document constitutes the official minutes for the Highland City Library Board Meeting.