

**2016 November Board Meeting
Bonneville Room, Logan Public Library
5:30 p.m. November 7, 2016
MINUTES**

This is a summary of the minutes, that were recorded by the secretary, and transcribed with highlights and key votes noted. A full account of the minutes will be placed in the archives at a future date.

Welcome and Self-Introductions

All officers introduced themselves including: Anne Hedrich (President), Stephen VanGeem (Secretary), Brad Armstrong (Vice President), Robert Shupe (Logan Library Director), Chad Hutchings (Registered Agent/General Council), Jane Erickson (Treasurer)

Purpose and Brief History of the Friends of Logan Library (FLL)

Presentation by Robert Shupe

Friends are a support group that can aid the library in ways that the library cannot help itself: fundraising (e.g., book sales); building projects; underwriting an ongoing project (e.g., summer reading program); fund specific purchase (e.g., printer).

Purpose of Legal Counsel

Presentation by Chad Hutchings

Non-voting member who wrote and helps update bylaws, handles all business entities required by law, fields legal questions (i.e., what can FLL can and cannot do as an organization)

Calendar of Activities for FLL for the year

Discussion led by Anne Hedrich

Began with a discussion of monthly membership meetings. Robert said that excitement was high in 2014 when the FLL was first founded and that the original idea was that monthly meetings (1) could easily double with the officer meetings and (2) would see a constant influx of new members. Over time, monthly meetings became less desirable because (1) the initial officer transition after Year 1 was particularly contentious and it stopped working to include non-officers in every officer meeting, and (2) membership attendance ended up being the same small handful of officers and community members (some of whom were antagonistic toward elements in the FLL and that antagonism drove off other potential members).

Chad Hutchings explained that lessening the monthly membership requirement is still in accordance with bylaws. Roberts said that the new board could make whatever decision it wants and is not beholden to the prior board's meeting schedule. Jane Erickson questioned the purpose of holding membership meetings other than organizing the quarterly speaker series and Anne pointed out that Robert updates all members on library activities at membership meetings.

The FLL board decided to have six membership meetings over the course of the calendar year: four quarterly speaker meetings (using the October board meeting to double-dip as the fourth speaker meeting and the annual meeting required by the FLL bylaws) and two more book sale-planning meetings.

The final schedule for the coming year is:

- January (default 3rd Wednesday) - Quarterly speaker membership meeting
- February (default 3rd Wednesday) - Membership meeting preparing for book sale
- March - Semi-annual book sale (March 23-25)
- April (default 3rd Wednesday) - Quarterly speaker membership meeting
- July (default 3rd Wednesday) - Quarterly speaker membership meeting/Establish bylaws review committee
- August (default 3rd Wednesday) - Membership meeting preparing for book sale
- September - Semi-annual book sale (date TBD)
- October (default 3rd Wednesday) - Annual membership business meeting/ Quarterly speaker membership meeting

Additional membership meetings can be scheduled as needed.

Future Board Meetings and Potential Speakers for the Speaker Series
Discussion led by Anne and Brad Armstrong
Anne will organize future meetings using Doodle polls.

Brad suggested the following potential speakers: Darrin Smith, a photographer who could talk about pictorial history of Logan Library (January); USU historian to talk about WWI in order to commemorate the 100th Anniversary of US involvement in the Great War (April); Michael Ballam (some time)

Duties of Board Members

Discussion lead by Anne

Went over positions as outlined in bylaws.

Chad reminded Jane she needs to pay attention to incoming IRS Filing 990N in order to file a report (NOT an income review) that says that the FLL made less than \$50,000.

Jane needed Anne and Brad to sign a banking form and discussed putting Stephen VanGeem on the form of FLL officials filed with the Department of Commerce. Because this update necessitates a small fee when filed at any time other than the month of April, the committee briefly discussed moving the annual mandatory meeting to April in the future.

Anne mentioned that the FLL could consider streamlining membership dues collection because individual start and stop dates vary. It would be easiest if we had one annual start date and corresponding end date.

The committee discussed creating committee heads in the future, including membership, speaker series, and book sale. Robert recommended asking previous FLL President Sheldon Miller to be a committee head. Brad volunteered to coordinate the speaker series.

Requests of FLL from Logan Library

Formal request by Robert

Robert requested a one-time donation of \$500 to fund complementary canvas book bags with the Logan Library logo for library patrons. The library currently sells book bags for \$2 for patrons who want to check out large stacks of books but have no means to carry them home. He proposed that we could advertise for FLL by placing a brochure in the bag.

Robert offered to print out more FLL brochures as needed. Brad will coordinate the board's revisions. Robert will not implement the program until the brochure revision is done with a soft due date of January.

Brad makes a motion that we agree to pay up to \$500 towards this pilot program for canvas bags. Stephen seconds. Board votes unanimously in favor.

Membership Question

Discussion lead by Anne

Discussion was held about the membership status of a former member.

Other Items

Anne will send out the annual agenda to the membership.

Brad will work on revising the brochure.

Meeting Ending

Brad moves that we adjourn. Jane seconds. All agree.