

**Friends of the Logan Library  
2018 May Board Meeting  
Old Juniper Room, Logan Public Library  
7:02 pm, Wednesday, May 23  
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 introductions

Brad Armstrong (President), Sally Bishop (Vice President), Gail Hanson (Treasurer), Stephen VanGeem (Secretary), Joseph Anderson (Logan Library Assistant Director)

Approval of agenda

Sally makes a motion to approve, Gail seconded. All agree.

Approval of April meeting minutes

Gail makes a motion to approve meeting minutes, Sally seconded. All agree.

Report: Membership

Report by Brad Armstrong for Membership Manager Sheldon Miller

According to the spreadsheet that Sheldon sent out earlier this month, we currently have 66 memberships.

Report: Treasurer

Presentation by Gail Hanson

Account FoLL balance is still \$10,027.62. We have two checks out that have not been cashed--one to Logan Library for \$848.38 and a second to the American Library Association for \$50.

Chad told Gail that he would advise her about what not to do with the Cache Valley Storytelling Festival and, because she has not heard from him, she is planning to donate the \$158.76 from the Cache Valley Storytelling Festival account to the Friends of the Logan Library Account. Brad will reach out to Chad tomorrow morning, but if he doesn't hear back, Gail will go ahead and move the money.

Stephen makes a motion to approve Treasurer's Report, Sally seconded. All agree.

Report: Library Administration

Report by Joseph Anderson, Logan Library Assistant Director

The Library is hosting "A Day of Art" on Saturday, June 2, in the Bridger Room. Art Core will facilitate the experience. Gail asked if they need any monetary help. Sally asked if they need a co-sponsor. Joseph will let us know if he hears of any pressing needs going into it.

Sally asked if we would want to discuss in between meetings whether we want to generally offer our services to these types of events if they come up.

Adult Summer Reading Program starts on Friday, June 1, and the Children's Summer Reading Program starts on Monday, June 4. The adult program runs year-round but the children's program is limited to the summer.

The next Library Board meeting is on Friday, June 18, at 5:30 pm in the Ronald K. Jenkins Reading Room. Library Board meetings are traditionally held on the third Monday of the month.

Many of the staff just returned from the Utah Library Association annual meeting.

Joseph recommended checking out the Friends of the Salt Lake City webpage. The Friends of the SLC bring in a large amount of money every year and provide/host a wide range of activities.

A survey went out this week gauging library patron needs/opinions about Logan Library services. Mayor Daines is still working on getting a new Library built, but there is not a lot of public movement at the moment.

One of Joseph's biggest takeaways from the Library Journal Design Institute is that we can build our Library the way that we want it to be. There is no one way to design a library so we really have freedom as a community to build the library that we want/need.

#### Old Business: United for Libraries membership

Discussion led by Brad

Gail will forward along Brad's information to United for Libraries.

#### Old Business: Tableskirts

Discussion led by Brad

Brad has not had a chance to research tableskirts specifically. He's guessing that it will be \$150-\$200 each. We will need one for the Logan Library and one for the Friends of the Logan Library.

Gail moved that we pre-approve the purchase of two table skirts for up to \$500. Sally seconded. All agree.

Both Brad and Joseph will explore quotes from local vendors. If it is over the \$500, they will look at online options.

Design approval can happen over email. Joseph already sent Brad a mock-up of the Logan Library skirt. The Friends' logo will need to be cleaned up in order to be printed larger.

#### Old Business: Speaker Series

Discussion led by Brad

At the last meeting, Sally recommended reaching out to USU Social Work Professor Vonda Jump about talking in June about trauma-informed education.

For future reference, Brad would prefer that the Friends Board Member or Friends Member who suggests a guest speaker act as point person for that speaker moving forward. The point person would be responsible for contacting the speaker, coordinating the presentation, and facilitating the Q and A.

Brad has asked Melissa Beacham and Jen Miller if they wanted to be on the Friends Program Committee. He also asked Nick Eastmond, the former Treasurer. He has yet to hear back from all three, so Sally recommended a gentle reminder.

#### New Business: Social media presence

Discussion led by Sally Bishop

Sally would like to identify a volunteer and then work with the recruit to create a content strategy. Together, they will start with getting a Facebook presence. She'd like to incorporate one other social media platform (e.g., Instagram) in order to build a following.

Joseph says that the Library has had a Facebook page for ten years and it has the largest social media following of any platform by far. The Friends have a spot on the Logan Library website but getting content changed takes forever.

Sally has officially relieved Rachel Anderson of her former responsibilities as social medial public relations person. Sally is planning to email the membership to solicit a volunteer and then will screen potential applicants herself to find a collaborator.

#### New Business: Goals and objectives/focus

Discussion led by Brad

Brad would like to get the Friends name out more in the community.

One way to do that would be to get another READ poster done with the updated Executive Board.

We also discussed printing pens with "Friends of the Logan Library" on. Brad will explore quotes from Square One.

Joseph recommended setting aside \$1000-\$2000 a year to donate to the Library for the purchase of new books. The Library puts a "book plate" on books purchased with donated money so it might be a way to get the Friends name out there.

Gail moved that the Friends donate \$1000 to the Library for the express purpose of buying new books that will then have "book plates" placed in them with the Friends logo. Sally seconded. All agree.

In the next month, the rest of us will try to come up with other promotional material.

#### Open forum

Discussion led by Brad

Sally still needs to pick up a \$10 gift card for Westside Coffee Company. Joseph also recommended getting Rachel Anderson a gift as well for her years of service. Gail moved that we spend \$10 on a gift card from Westside Coffee for Rachel Anderson as well. Stephen seconded it. All agree. Gail will write a \$20 to Sally to use to purchase gift cards. Sally will be the point person for the Friends coordination with the Craft Conference. Brad asked Sally to send out an email to solicit volunteers for the upcoming Craft Conference (or to make the Friends members know about it). Separate from that, Brad will send out a more generic call to solicit volunteers in general. Gail moved that we donate \$50 to the Craft Conference for watercolor supplies. Sally seconded. All agree.

Sally threw out the idea that we might want to trade volunteer time for Friends membership, meaning that citizens could join for free if they volunteer with the Library or a Friends event for a long enough period of time. Brad said that he supports it but we needed to change the bylaws.

Brad would like to coordinate with other Friends agencies to put on an inter-agency event. Joseph also recommended coordinating with Cache Valley Library Association (CVLA), a group with a lot of community contacts.

Stephen asked to clarify whether we're going to have a summer speaker since it is too late to schedule one in June and because the Craft Conference is a July substitute. The board opted to have the next speaker scheduled for the fall.

Joseph asked if we would like to revisit our membership fees. Other Friends organizations have variable donation values and he suggested that we consider it.

Adjourn

Brad moved that we adjourn. Stephen seconded. All agree.

**8:20 p.m. May 23, 2018**