

**Friends of the Logan Library  
2018 October Board Meeting  
Temple Fork Room, Logan Public Library  
6:32 pm, Wednesday, October 17  
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), Stephen VanGeem (Secretary), Gail Hanson (Treasurer), Joseph Anderson (Assistant Logan Library Director), Diane Hardy (Member)

Approval of Agenda

Gail Hanson makes a motion to approve, Stephen seconded. All agree.

Approval of Minutes

Gail Hanson makes a motion to approve, Stephen seconded. All agree.

Report: Treasurer's

Presentation by Gail Hanson

The FoLL account balance is \$9,287.94 based on a September balance of \$8,793.06 minus a \$33.62 check for refreshments for the Logan Library Movie Night and plus two deposits of \$65.00 and \$463.50 each for memberships and the Book Sale profits respectively.

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

Report: Membership

Report by Brad Armstrong for Membership Manager Sheldon Miller

There are 87 current members. Nineteen members are set to lapse this month, making 95 lapsed memberships total.

Report: Library Administration

Presentation by Joseph Anderson

The Logan Library is starting a program called "Tween Time" on Wednesdays from 4-5 pm, for local youth who are between grade school and adolescence. They program will mostly focus on technology.

The Library is also currently promoting a "Healthy Relationships" series on Wednesday nights, although that is scheduled to end before November.

Dr. Steve Shively of the Utah State University English Department is giving a presentation entitled "My Antonia" about the novel with the same name by Willa Cather. It is scheduled for 7 pm tonight in the Bonneville Room.

Dr. Nancy Hills of USU's Caine College of the Arts is giving a presentation on Thursday, October 25, about the fashions of World War I.

Professors from the USU History Department are leading a discussion entitled "Misconceptions of the Middle Ages" at 4 pm on Friday, October 25.

Saturday, October 27, the Library will be hosting their annual Halloween event at 4 pm.

In addition, the Library will screen a documentary entitled "Logan, We Are Your Neighbors" on Wednesday, November 7, at 7:30 pm.

On Wednesday, November 14, the Logan Library Book Club will meet at 2 pm. The Library has been able to make use of the Book Club Kits that were put together earlier.

And finally, On Monday, November 19, the Library Executive Board will have their monthly meeting at 5:30 pm. Brad told Joseph to ask the Board what things they might need moving forward and how the FoLL could help.

Diane Hardy inquired about a piano that was purchased for the Library and suggested exploring a music-writing software called "Sibelius".

#### New Business: Quarterly Speaker Series

Brad canceled the speaker for Tuesday, October 23, due to difficulties scheduling any of the three suggested folklorists.

Brad also reminded everyone that the FoLL is co-sponsoring Ann Cannon's presentation on Monday, November 5, at 6:30 pm. She is the granddaughter of former BYU football coach Lavell Edwards. The Friends approved as much as \$350 to cover hotel, gas, and food, but decided on \$300 after tallying up expenses. We will write the check directly to her. In addition, the board talked about providing refreshments for the event, including cheese, crackers, and fruit. Brad said that he would contact Cache Valley Library Association President Dory Rosenberg to make sure that would be acceptable. Stephen made a motion to spend \$40 on refreshments, Gail seconded, and all approved.

For the spring speakers, the board discussed further exploration of two possibilities. Option #1 was a religion-themed panel, which would include USU Anthropology Professor and trained shaman Dr. Bonnie Glass-Coffin. Brad said that he would contact her before the holidays to try to coordinate with her spring schedule.

Option #2 is a workshop on Little Free Libraries. Brad recommended contacting Robert Schmidt, as well as other owners to gauge interest. Both the current FoLL Secretary, Stephen VanGeem, and former FoLL President Sheldon Miller have LFLs.

#### Old Business: Banned Books Week

Brad will be able to attend the Wednesday night presentation on September 26. He may not be able to attend the 6:30 pm Monday night movie, Fahrenheit 451, so Gail Hanson will pick up treats beforehand. Brad should have the table skirts by then, so that a FoLL representative can table with brochures.

#### Old Business: National Friends Week

Brad presented the proclamation at the most recent City Council Meeting.

Gail plans to write to the Herald Journal editor about October being the Friends of the Logan Library Month. She also plans to add information about what we do for the Logan Library and all of the items that we have purchased.

#### New Business: New Vice President

Sally Bishop has stepped down as current Vice President/President Elect. At the previous meeting, the board discussed the possibility of transitioning the current Secretary, Stephen VanGeem, into that role. Gail nominated Stephen, Stephen seconded, and all approved.

As Stephen transitions into Vice President, the FoLL now has a vacancy at Secretary for the next four months until spring elections. Joseph volunteered his daughter, Emma. The board encouraged him to explore the possibility

#### New Business: Past President as Voting Member of the Board

Based upon previous conversations, the board was interested in adding a fifth voting member in order to avoid any potential ties when voting on action items. Based upon the bylaws, the board needs to have a minimum of three members and can have up to seven. We decided that the change would go into effect in March after the membership votes on it at the Annual Membership Meeting. The potential role on the board for the prior President may include programming the speaker series.

#### New Business: Future Book Sales

Looking forward to the next book sale, the board discussed best practices. Setup usually takes about three hours and the question became whether it was better to set up the night before or the first day of the sale. Joseph's preference was the day of because that frees up the room the night before, so that is how we will proceed moving forward.

In addition, we discussed whether it was better to hold the sales on a Monday/Tuesday schedule (like this past summer) or a Friday/Saturday/Monday schedule (like the most recent sale). Despite the low sales this time around, the Friday/Saturday/Monday option was better received in order to take advantage of the higher volume of patrons that come in on the weekends. Based upon that schedule, the board are considering either January 25/26/28 or February 1/2/4 for the next sale. Joseph will check on availability for both.

Tuesday, December 4, will be a weeding day in the FoLL Book Store. Brad is planning to weed from 10 am to 2 pm. Joseph recommended that we consider weeding when packing up at the end of every book sale. We said we would think about it based upon how the weeding day goes.

The board considered the best way to promote the sale and differentiate the benefits of membership versus being a member of the general population. We considered including some sort of FoLL-specific item or swag, or maybe offering a free bag of books to the members before the general population. Something similar to granting the members early access but not giving up the entire first day.

Gail recommended that we solicit for donations at each book sale as well. We could always have a staff member on hand to write a donations receipt. Joseph talked

about using the Park City Library as a model for fundraising (they have a large black and white photo prominently displayed in the library and, with each donation, they convert some of it to a color version). We discussed a “Buy A Brick” fundraiser for the new Library, although we don’t know enough about the new design to proceed. Brad recommended that we make it an item-specific fundraiser and Joseph notified the board that new furniture is needed in the Children’s Area. The current furniture is about ten years old and is very worn. New furniture would cost approximately \$15,000.

Brad brought up setting aside a specific amount of money to advertise for the next book sale, whether it is posters, a news ad, or a radio ad. Based on the most recent sale numbers, Stephen was hesitant to commit anything lest we spend whatever profits we might have made. Gail said that she could explore costs for print and radio. Joseph recommended considering Facebook advertisements as he’s used them in the past.

Brad brought up that he had a lot of volunteers for setup and cleanup of the most recent sale, which is positive.

#### Open forum

Gail: Gail would like to purchase a padlock with a key for the FoLL locker.

Joseph: Joseph mentioned that if any member of the Friends is working in the Library and interacting with the public, that he/she is technically a volunteer and therefore subject to a background ground. We may need to consider that moving forward when asking people to do more than setup/cleanup and actually staff in event.

Brad: Brad proposed re-examining having a Literary Landmark for Mae Swenson placed in front of the Library. While she technically did not visit the current (or future) Logan Library, the lineage of the current institution included her childhood library. Based upon past research, the cost of a Landmark could be \$2,100.

The next FoLL Executive Board meeting is scheduled for Wednesday, November 14 in order to avoid conflicting with the Thanksgiving holiday weekend.

#### Adjourn

Gail moved that we adjourn, Stephen seconded. All agree.

**7:58 p.m. October 17, 2018**