

**LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
8 NOVEMBER 2011
5:30 PM**

MEMBERS PRESENT: Susan Kadlec, Dixie Poole, Joe Needham, Nick Eastmond, Stacey Wright, Chad Hutchings, Holly Daines - City Council

MEMBERS EXCUSED: Gina Wickwar

MEMBERS ABSENT: None

LIBRARY STAFF: Robert Shupe, Karen Clark, Debbie Ogilvie, Rachel Anderson

VISITORS: Joseph Anderson

BUSINESS:

- The meeting was chaired by Susan Kadlec. The minutes for October were reviewed and approved.
- Rachel displayed pictures from "An Afternoon with Authors" and gave a brief report of the event.
- Robert reviewed the monthly statistical report for October.
- Robert reported on the progress of restricting use of licensed databases to card holders only.
- Robert reported on his attendance at the State Library Directors Orientation.
- Robert distributed copies of the recently adopted administrative dress code guidelines for library staff.
- Robert explained his philosophy of staff development, namely that any type of training that any staff member can attend that would help with their job would be beneficial and should be encouraged.
- Robert encouraged participation in the upcoming ULA annual conference - "From Telegrams to Tweets: 100 years of connecting librarians".
- Robert informed the board that the library will be hosting a state library meeting on November 17th to discuss the LSTA grant program.
- Robert reported that he will be serving on the OCLC Americas Regional Council Nominating Committee. He also reported that he will be serving as a mentor at the Mountain Plains Library Association Leadership Institute, and distributed information about the same.
- Robert informed the board that associate librarian Angela Hess recently participated in the USU triathlon.
- Robert informed the board that, at the request of Mayor Watts, the Logan City Employees Credit Union has moved into the office opening off the west foyer. The board expressed concern about providing space without compensation.
- Susan opened the floor for workshop discussion items. New topics raised for discussion were first, the need to revisit the maximum fine policy, particularly the abuse of such, and second, using volunteers to staff the family history room. As was on the agenda, the board also discussed the ramifications of limiting the check-out period for 'hot' or new titles.
- Robert reported on the status of the 2011-12 budget, and informed the board that the library recently paid approximately \$2,300 for a carpet cleaner to come in and clean the high-traffic areas in the library and the Jim Bridger meeting room.

- Dixie reported that the October online book sales collected \$530.38; and that the perpetual book sale collected \$204.00.
- Robert reported that he asked the state library representatives about advocacy activities while he was at the Library Directors orientation, and was informed that not much is going on.
- Joe reported that a few policies are currently being reviewed by the library staff.
- Nick and Robert reported on the status of establishing a standing Marketing Committee. The board discussed some ideas for the committee to address.
- Chad reminded the board that next month is the review for role #9 of the long range plan, "Stimulate Imagination: Reading, viewing and listening for pleasure." He suggested that the role be augmented to integrate the increasing availability of electronic formats.
- The meeting adjourned at 6:55 PM. The next meeting is scheduled for December 13th, 2011 at 5:30 PM.