

**LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
13 MARCH 2012
5:30 PM**

MEMBERS PRESENT: Susan Kadlec, Chad Hutchings, Dixie Poole, Joe Needham, Stacey Wright, Nick Eastmond, Noelle Call, Karl Ward - City Council

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

LIBRARY STAFF: Robert Shupe, Karen Clark, Debbie Ogilvie

VISITORS: Gina Wickwar

BUSINESS:

- The meeting was chaired by Susan Kadlec; roll call was conducted by Debbie Ogilvie; the minutes were reviewed and approved with an addendum to clarify that it was the proposed Role #11 that would be an action item.
- Robert presented a plaque to Gina Wickwar in appreciation for her service as a library board member. (Following the presentation, Gina excused herself to attend the Caucus meeting.)
- Robert reviewed the February statistical report, calling particular attention to the ongoing strength of the patron exit count and the new section focusing on the number of 'other' questions that the library staff answers regularly.
- Robert distributed the agenda for the upcoming Cache Valley Library Association meeting.
- Robert reported on the status of planning a library trustee training event.
- Robert distributed a description of the reorganization of the Logan Library staff that was implemented on March 3rd, and explained the reasoning for the structural changes.
- Robert announced that Chaylynn Christensen has been hired (as a part time Library Technical Assistant) to replace Shana Sanders, who has moved to Texas.
- Robert distributed a flyer listing the participating studios for the Public Performance Site License that the Library has recently invested in for programming purposes. Joe suggested that the library participate in the upcoming Downtown Alliance film festival.
- Robert reported that he attended the Murray Library Centennial event.
- Robert reported that he was invited and attended the LSTA Planning Retreat, along with other Utah library directors.
- Robert invited the board members to attend the staff and volunteer appreciation event scheduled on April 20th.
- Robert distributed the schedule for the upcoming Utah Library Association conference, and stated that if anyone had an interest in going he would be willing to try to support that.
- Robert distributed an updated draft of role #11 of the long range plan, with the additional potential partner as suggested by Nick in the previous meeting. Nick moved that the role be accepted (with a 'Bravo'). Stacey seconded. The motion carried unanimously.

- Chad distributed and explained the proposed 2012-13 budget, as presented to the City Council. Robert stated his position that the proposed increases can be supported by not adding as much to the reserve fund, which he feels is strong enough for current needs. Following discussion, Chad moved that the board endorse the proposed budget. Joe seconded. The motion carried unanimously.
- Dixie reported that the online book sales collected \$688.00 and the ongoing in-house book sales collected \$212.00 in February.
- Nick recommended that, time allowing at the end of the meeting, the board watch the fifteen minute long academy award winning animated film, "The Fantastic Flying Books of Morris Lessmore".
- Joe asked about public groups being able to take advantage of the library's Public Performance site license for meetings held in the library. Chad advised Robert to have Kymber (the City Attorney) review the language of the license to determine the answer to Joe's question.
- Robert reported on the marketing committee meeting, and informed the board that Mayor Watts was supportive of the library's desire to create a Library Logo. He also reported that library staff have accepted assignments as follows: Sherrie Mortensen to produce regular press releases; Rachel Anderson as staff photographer; Allison Gonzalez to create in-house signs; Melanie Liechty to produce printed materials.
- Susan reported on the SWOT (Strengths, Weaknesses, Opportunities, Threats) evaluation conducted during the marketing meeting. Robert informed the board that the ultimate goal is to create a marketing plan draft that will be discussed by the librarians and eventually come before the board.
- Robert asked the board for clarification regarding the procedure for reviewing the long range plan.
- The board decided there was time and watched the recommended film.
- The meeting adjourned at 6:50 PM. The next meeting is scheduled for April 10th, 2012 at 5:30 PM.