

**LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
12 MARCH 2013
5:30 PM**

MEMBERS PRESENT: Chad Hutchings, Noelle Call, Joe Needham, Stacey Wright, Jeanne Sullivan, Pat Sadoski, Tavia Smith, Karl Ward - City Council

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

LIBRARY STAFF: Robert Shupe, Karen Clark, Debbie Ogilvie

VISITORS: Mayor Randy Watts, Joseph Anderson, Jesse Walker

BUSINESS:

- The meeting was chaired by Chad Hutchings; roll call was conducted by Debbie Ogilvie; the minutes for February were reviewed and approved.
- Mayor Watts spoke to the board about various factors to consider before going forward as proposed in the budget regarding a new library. Items he mentioned were timing, previous expenditure for planning, and current preliminary discussions about development on the city block.
- Robert presented the monthly statistical report for February. It was noted that monthly circulation numbers are not as high as they were at this time last year.
- Robert reminded the board members about the Library Trustee Training by the State Library on March 23rd.
- Robert informed the board that the next CVLA meeting will be held on March 27th at the Richmond Public Library, with a how-to presentation on book sewing.
- Robert informed the board of a recent heart attack situation which has given rise to discussion about emergencies and empowering staff to make decisions as needed, as well as plans to train the staff for emergency procedures. Chad opened discussion about AEDs (Automated External Defibrillators) and recommended that the library look into acquiring at least one.
- Robert informed the board that Marilee Waters has resigned, and that Brandon Holst has been hired to fill the vacant Library Page position.
- Robert distributed invitations to the upcoming Library Staff and Volunteer Appreciation event.
- A photograph was taken of the current library board by staff photographer, Rachel Anderson.
- Robert reviewed the proposed library budget for FY 2014. After discussion, in view of the Mayor's comments and in acknowledgment of the board's desire to eventually move forward with a new building, Robert recommended that a motion be made that removes the design fees from the current budget proposal, but with the understanding that a new library is still a very high priority for the board. Joe so moved. Pat seconded. The motion carried unanimously.
- Robert distributed a summary of the proposed changes to the non-resident card purchase options. Following discussion about fees and usage, Chad called for a motion to make this an action item next month. Jeanne so moved. Noelle seconded. The motion carried unanimously.
- Noelle reported that all budget lines and accounts are in good order for the current budget.

- Tavia reported on the current balance of the library trust fund, and informed the board that the online book sale collected \$541.23 and the ongoing in-house book sales collected \$274.40 in February.
- Joe commented on the need to begin to plan what can be done for a Friends group. Chad suggested that the first step would be creating a list of candidates to spearhead the group.
- Stacey presented a Marketing Committee update: The library continues to provide press releases to the Herald Journal; USU language department students are interested in an internship to translate library brochures; The new logo is being used on signs internally; Read Posters are being created featuring local community leaders; A task force has been formed for getting library book bags printed with the new logo.
- Pat and Robert reported on the progress of the "Learning @ the Library" classes, and promised a more in-depth report in April.
- The meeting adjourned at 6:45 PM. The next meeting is scheduled for April 9th, 2013 at 5:30 PM.