

**LOGAN LIBRARY  
REGULAR BOARD MEETING MINUTES  
9 APRIL 2013  
5:30 PM**

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

**MEMBERS EXCUSED:** None

**MEMBERS ABSENT:** None

**LIBRARY STAFF:** Robert Shupe, Karen Clark, Debbie Ogilvie, Joseph Anderson, Melanie Liechty

**VISITORS:** None

**BUSINESS:**

- The meeting was chaired by Chad Hutchings; roll call was conducted by Debbie Ogilvie; the minutes for March were reviewed and approved.
- The board reviewed the monthly statistical report for March, and briefly discussed meeting room usage.
- Joseph presented a report on the "Learning @ the Library" program, and distributed copies of the material presented.
- Melanie, Karen, and Robert presented reports on their COSUGI Conference attendance. (Customers of SirsiDynix Users Group, Inc.)
- Robert presented a report on his ILEAD conference attendance. (Innovative Librarians Explore and Discover.)
- Robert informed the board, pursuant to the discussion about emergencies during the March meeting, that the City has arranged the acquisition of 7 AED devices, and that the library will be purchasing and receiving one of them.
- Robert informed the board that the library has received a CLEF grant of \$13,980, and will present a proposal for expenditure in the next meeting.
- Robert reminded the board of the Staff and Volunteer event to be held on Friday, April 12th.
- Robert distributed copies of the Eligible Patron Policy, amended to show the proposed changes for the payment options for non-resident library cards as previously discussed; specifically offering cards at a rate of \$42.00 every 3 months or \$163.00 for 1 year. Following brief discussion, Jeanne moved that the board accept the policy. Joe seconded. The motion passed unanimously.
- Noelle reported that overall the library budget status is in good standing, although one line item is currently overexpended due to unexpected expenses. Robert informed the board that a budget transfer will move funds from another area to cover this.
- Tavia reported that the online book sale collected \$875.96 and the ongoing in-house book sale collected \$247.90 in March.
- Robert distributed copies of the Friends of the Library information from the Utah Public Library Trustee Manual. Joe led a discussion about starting a Friends group, and the roles such a group could play. Following the discussion, it was agreed that Robert will bring to the next meeting some sample bylaws and policies from other Friends groups for the board to begin adjusting for our needs.

- Robert distributed copies of the Computer Use Policy, and Jeanne informed the board that the State library has sent notice that it is time for a mandatory review of the internet policy in order to be eligible for state and/or federal funding support. The board will review the policy and bring any concerns to the next meeting, at which time the policy will be an action item.
- Robert presented a Marketing Committee update, reporting on planned press releases and displays for National Library Week. He reported that the library will be purchasing book bags (for sale to the patrons for \$1.50) with the library logo.
- Robert informed the board about a USU student volunteer who will be reviewing and/or translating some library informational materials into Spanish. The board discussed the need to provide library services for our growing community of non-hispanic origins as well, and suggested partnering with the Islamic Center to find resources for Amharic, Tigranya, Arabic, Urdu, Pashto, Hindi, and Swahili.
- Robert distributed copies of the Long Range Plan, with the intent that each board member has a copy. Chad suggested that everybody review it and plan to start workshopping issues as they come up.
- The meeting adjourned at 7:00 PM. The next meeting is scheduled for May 14th, 2013 at 5:30 PM.