

**LOGAN LIBRARY  
REGULAR BOARD MEETING MINUTES**

**9 JULY 2013**

**5:30 PM**

**MEMBERS PRESENT:** Chad Hutchings, Noelle Call, Joe Needham, Jeanne Sullivan, Pat Sadoski, Tavia Smith

**MEMBERS EXCUSED:** Karl Ward - City Council

**MEMBERS ABSENT:** None

**LIBRARY STAFF:** Robert Shupe, Sherrie Mortensen

**VISITORS:** Joseph Anderson

**BUSINESS:**

- The meeting was chaired by Chad Hutchings; roll call was conducted by Sherrie Mortensen; the minutes for June were reviewed and approved.
- Noelle commented on the cheerful, positive, professional, and patient nature of the library staff.
- Joe commented on the need for better signage outside the building and initiated discussion about how to make people aware of how the Logan Library is "With It."
- Robert reviewed the monthly statistical report for June.
- Robert distributed a report showing the yearly and monthly circulation numbers since the year 2000.
- Robert reported that Nicole Ellis has graduated from college and taken a full time position elsewhere; that Brandon Holst has been hired to fill her Part Time Technical Assistant position, and that Kara Hilden has been hired to fill the Library Page position left vacant by Brandon's promotion.
- Robert reported on his attendance at the American Library Association conference held recently in Chicago.
- Chad reported that the board approved internet policy has been submitted to the State Library.
- Noelle reported on the status of the library budget.
- Robert reported that the online book sale collected \$321.27, and the ongoing in-house book sale collected \$300.45 in June.
- Joe reported that the steering committee to form a Friends group will be meeting for the first time in the next couple of weeks.
- Robert distributed copies of the existing Special Collections Policy and the proposed draft of the new Virginia Hanson Special Collections Policy. Following discussion, Chad suggested that everyone review it and be prepared to discuss further as regards the amount of detail needed or not in the next meeting. Joe moved that the draft be added as an action item in August with the stipulation that the format be finalized. Jeanne seconded. The motion passed unanimously.
- Robert reported that the Marketing Committee has not met since the last board meeting.
- Pat and Robert distributed a draft of the suggested revision for the long range plan historical development and for the library mission statement. Following discussion, the board decided to forward the discussion to the next meeting.
- The meeting adjourned at 7:15 PM. The next meeting is scheduled for August 13th, 2013 at 5:30 PM