

**LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
13 AUGUST 2013
5:30 PM**

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

MEMBERS EXCUSED: Jeanne Sullivan, Karl Ward - City Council

MEMBERS ABSENT: None

LIBRARY STAFF: Robert Shupe, Karen Clark, Debbie Ogilvie, Laura Nelson

VISITORS: Joseph Anderson, (Garth Nelson, Leila Nelson)

BUSINESS:

- The meeting was chaired by Chad Hutchings; roll call was conducted by Debbie Ogilvie; the minutes for July were reviewed and approved.
- Laura reported on her recent attendance of a Books for Young Readers BYU Symposium, and emphasized the importance of pictures in storytelling.
- Robert reviewed the monthly statistical report for July, calling the board's attention to the new Computer Sessions section.
- Robert and Karen informed the board that Karen has applied for and been awarded a grant to fund her attendance at the upcoming ARSL (Association of Rural and Small Libraries) Conference in Omaha, Nebraska.
- Robert informed the board that Sylvia Turner has departed from the library; that Kylee Wood has been hired to fill the vacant full time technical assistant position; that Keri Alder has been hired to fill Kylee's vacant part time technical assistant position; and that Erika Christensen has been hired to fill Keri's vacant library page position.
- Robert distributed the draft of the Special Collections Policy, reformatted to match the numbering system of existing library policies. Joe moved approval of the Special Collections Policy. Noelle seconded. The motion passed unanimously.
- The board opened discussion of meeting room fees per request received via email. Following discussion, Robert was asked to bring to the next meeting information on room fees charged by other libraries and information about the number of groups who pay fees for the use of our rooms.
- Noelle reported on the status of the library budget.
- Tavia reported that the online book sales collected \$380.84, and the ongoing in-house book sale collected \$333.15 in July.
- Robert reported on the Forming a Friends Group Task Force meeting. The task force recommended a 'shotgun' approach - general marketing to invite any and all members of the community who would be interested in a friends group to a kick-off event, which would include: explaining what a friends group is and is not; presenting sample by-laws and asking those in attendance to consider adopting them; including in the bylaws that library staff would be welcome and encouraged to attend but can not be officers; and electing the group's first officers.
- Following discussion, the board agreed that the library should begin promoting the Friends Group kick-off event, including but not limited to posters, flyers, blog posts, and targeting members of the community, and settled on Thursday, October 24th at 7:00 PM for the event.

- Robert reported on the Marketing Committee activities; the library has a new 'events' tab on the home page; several new READ posters are in the works; and they discussed ways to promote the Friends Group kick-off event.
- Pat distributed copies of mission statements from several libraries around the country. Following discussion, Robert recommended that a draft based on the mission statement of the San Jose Public Library system be considered as an action item next month, with plans to workshop with library staff to add vision and values statements in the future.
- Robert recommended that the next step for reviewing the long range plan be to discuss if the current 11 roles are still pertinent and/or valid to the library.
- The meeting adjourned at 7:00 PM. The next meeting is scheduled for September 10th, 2013 at 5:30 PM.