

**LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
13 MAY 2014
5:30 PM**

MEMBERS PRESENT: Chad Hutchings, Jeanne Sullivan, Pat Sadoski, Tavia Smith, Robert Schmidt, Susan Kadlec

MEMBERS EXCUSED: Noelle Call, Gene Needham - City Council

MEMBERS ABSENT: None

LIBRARY STAFF: Robert Shupe, Karen Clark, Debbie Ogilvie, Joseph Anderson, Brandon Holst

VISITORS: None

BUSINESS:

- The meeting was chaired by Chad Hutchings; roll call was conducted by Debbie Ogilvie; the minutes for April were reviewed and approved.
- Brandon Holst, Joseph Anderson, and Karen Clark reported on their attendance at the Utah Library Association annual conference.
- Robert Shupe reported on the status of the Homebound Service, which is now being actively promoted.
- Robert Shupe reported on the library's participation in the Downtown Gallery Walk and indicated that in June, the library plans to host an artist from the Cache Watercolor Society.
- Karen Clark reported on the events for National Library Week: the Community Fair was well attended and will become an annual event; the Fireman and Policeman storytimes went well; READ posters featuring those storytimes are coming soon.
- Robert Shupe provided an update on the Spanish Storytime and the activities of the Latino Advisory Council.
- Robert Shupe reported that the changes made in marking the pavement around the book drop have been effective in eliminating cars parked in the drive-through lane.
- Robert Shupe reported that he has made initial steps to begin the process of appraising the art in the library.
- Robert Shupe reported that he has invited the library staff members to indicate their interest in being on the Logan Library Centennial Celebration Committee.
- Robert Shupe reported that Taneesa Congdon has left to attend school at Arizona State University, and that her part time Library Technical Assistant position has been filled by LuAnn Nielson.
- Robert Shupe reviewed the monthly statistical report for April, and pointed out the new chart showing a breakdown of programming numbers.
- Robert Shupe distributed a proposal outlining the purpose and approach of a Staff Development day to be held on October 13th, 2014. Jeanne moved that the proposal be accepted. Susan seconded. The motion passed unanimously.
- Robert Shupe requested that the board enter into an Executive Session to discuss confidential and sensitive matters pertaining to the possible disposition of this library building and a new library building. He distributed information about executive sessions in public meetings.
- Following discussion, Susan moved that the board enter into Executive Session. Jeanne seconded. The motion passed unaimously, and library staff other than Robert Shupe were invited to leave the room.

- Chad Hutchings reported that following discussion in Executive Session, the board has resolved on a course of action to discuss the issues with the Mayor.
- Susan Kadlec moved that the Workshop Discussion items be tabled until the next meeting. Pat Sadoski, and Tavia Smith, and Jeanne Sullivan seconded. The motion carried unanimously.
- Robert Shupe (for Noelle Call) reported that the budget is still in good shape, and that the budget transfer discussed in the previous meeting is in progress.
- Tavia Smith reported that the online book sale collected \$526.44, and the ongoing in-house book sale collected \$620.95 in April.
- Robert Schmidt reported on activities for the Friends of the Library, including the ongoing Lunch & Learn lecture series. He expressed concern that the members of the Friends organization need to put more effort into the Friends program than they have been.
- Chad Hutchings reported that the paperwork for 501c3 status is complete as of today and ready to submit.
- Susan Kadlec reported on the Marketing Committee projects: press coverage has been good; they're forming a new Social Media task force; the READ poster committee is doing great things; please notice the new map in the small display case in the foyer; program exit surveys are ongoing; and Robert Shupe has proposed to present the Marketeering program at the Mountain Plains Library Association conference.
- The meeting adjourned at 7:40 PM. The next meeting is scheduled for June 10th, 2014 at 5:30 PM.