

**LOGAN LIBRARY  
REGULAR BOARD MEETING MINUTES  
10 FEBRUARY 2015  
5:30 PM**

**MEMBERS PRESENT:** Noelle Call, Pat Sadoski, Jeanne Sullivan, Tavia Smith, Robert Schmidt, Susan Kadlec

**MEMBERS EXCUSED:** Timothy Ledna, (Jeannie Simmonds - City Council)

**MEMBERS ABSENT:** None

**LIBRARY STAFF:** Robert Shupe, Karen Clark, Debbie Ogilvie, Kylee Wood

**VISITORS:** None

**BUSINESS:**

- The meeting was chaired by Noelle Call; roll call was conducted by Debbie Ogilvie; the minutes for January were reviewed and approved.
- The board members posed for a photograph taken by library staff photographer Kylee Wood, who was then excused.
- Robert Shupe updated the board on plans for the library's Centennial Celebration Kick-Off event on April 18, 2015.
- Robert Shupe reported that the Public Works department plans to implement the project of creating new handicapped parking spaces in the spring when they re-stripe existing parking.
- Robert Shupe reported on the repair of the freight elevator.
- Robert Shupe distributed a document sampling the library's public programs as presented to the Mayor's executive council in January. The board suggested that the list be posted on the bulletin board and on the library webpage.
- Robert Shupe reported on the library's participation in selecting a Poet Laureate for Logan City.
- Robert Shupe informed the board that the library will be hosting a Library Trustee Training on Saturday, March 28th, and invited all board members to attend.
- Robert Shupe informed the board of the upcoming Staff Appreciation Dinner on Friday, April 24th, and extended invitations for each board member to attend and bring a guest.
- The board reviewed the monthly statistical report for January and commented favorably on the recent publicity and marketing efforts.
- Robert Shupe proposed that the board approve closing the library to the public on Columbus Day (October 12th) to convene a staff development training day. Susan Kadlec moved to approve the proposal; Pat Sadoski seconded; the motion passed unanimously.
- Noelle Call reported on a Utah Humanities Grant proposal that will be submitted for the transcription of oral histories in conjunction with plans for the Library Centennial Celebration. She also informed the board that the library will be hosting an Oral History Interview Training on March 23rd, to be taught by Randy Williams from the USU Folklore department.
- Robert Shupe initiated a discussion of how to improve the Homebound Service procedures.

- Robert Shupe distributed a first draft of the proposed fiscal year 2015-16 Library Budget and reviewed the changes being requested.
- Susan Kadlec reported on the first meeting of the New Building Committee, and announced that following a suggestion made during that meeting, Tom Jensen has accepted an invitation to serve on the committee as a member of the public.
- Pat Sadoski reported on the status of the current library budget, and expressed Robert Shupe's belief that the unexpected expenses incurred for repair of the freight elevator can be covered by unused funds from other budget items.
- Tavia Smith reported that the online book sale collected \$210.49 and the ongoing in-house book sale collected \$389.05 in January.
- Robert Schmidt reported that the Friends of the Library, having received their 501c3 status, has established membership fees. He distributed program pamphlets with membership applications included. He also reported on Mayor Petersen's vision for the future of the library, as presented to the Friends of the Library in their last meeting.
- Jeanne Sullivan distributed copies of the "Public Services Policy" and the "Patron Behavior and Library Use Policy". Robert Shupe reviewed the changes he is proposing, and the board agreed to discuss the proposed changes again next month as an action item.
- Susan Kadlec reported on the activities of the Marketing Committee, and reported the discovery that signage for public libraries is prohibited on State Highways. She stated that Robert Shupe is going to try to get that changed.
- The meeting adjourned at 7:20 PM. The next meeting is scheduled for March 10th, 2015 at 5:30 PM.