

**LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
10 MAY 2016
5:30 PM**

(Recordings of library board meetings are a public record and can be found at <http://www.utah.gov/pmn/index.html>)

MEMBERS PRESENT: Noelle Call, Tavia Smith, Jeanne Sullivan, Robert Schmidt, Susan Kadlec, Crescencio Lopez Gonzalez

MEMBERS EXCUSED: JaDene Denniston, Tom Jensen - City Council

MEMBERS ABSENT: None

LIBRARY STAFF: Robert Shupe, Karen Clark, Debbie Ogilvie

VISITORS: None

BUSINESS:

- The meeting was chaired by Noelle Call; roll call was conducted by Debbie Ogilvie; the minutes for April were reviewed and approved.
- Robert Shupe reported on the success of the Centennial Celebration on April 18th, with an estimated attendance of over 600 during the afternoon carnival and other events during the day and 125 at the evening event.
- Robert Shupe reported on the success of the Library Community Fair and Maker Faire on April 16th, with an estimated attendance of over 700. He stated that the library will definitely plan to do it again next year.
- Robert Shupe reported on the success of the volunteer appreciation event on April 27th.
- Robert Shupe reported about ongoing discussions regarding a new library; The City Council unanimously approved the purchase of the Emporium property, which has since taken place, although further discussion indicates that the new library will not be built at that location. Robert Shupe distributed copies of the answers he provided to the mayor and council concerning community library usage, collection development practices, program attendance, meeting room usage, and what is needed in a new building.
- Robert Shupe reported that he, Mayor Petersen, and Council member Gene Needham visited two new library branches in Weber County, and that Mayor Petersen has visited several other libraries in Salt Lake and Utah Counties. He proposed that the Library Board members plan and schedule a field trip to visit at least the two Weber County branches as well.
- The board discussed building size and when (or if) a needs assessment will take place. Robert Shupe stated that perhaps the library needs to write a Request for Proposal which includes a needs assessment and which would move directly into the design phase and then construction.
- Robert Shupe reported on staff attendance at the Utah Library Association Conference last week and stated that the ten staff members who attended will be submitting written reports to be shared with the board members next month. He also informed the board that three current staff members and one former staff member were program presenters during the conference.
- Robert Shupe reported that the Outreach to Seniors Advisory Council has begun setting some priorities and should have a written document ready for the next board meeting. He asked the board for an opinion vote on changing the new parking spots to senior citizen parking, leaving them as handicapped, or having one of each; the opinion was tied, so he made the decision not to change the plans, leaving them to be designated as handicapped parking spaces.

- Robert Shupe reported that the library will be holding a Comic Con event on June 4th, and that the meeting to work out details will take place tomorrow morning.
- Robert Shupe distributed copies of the Cache Valley Storytelling Festival brochure and their ticket price information. He also informed the board that the Storytelling Institute is considering changing the Story Swap to Thursday nights, which would allow them to meet monthly instead of every other month.
- The board reviewed the monthly statistical report for April and discussed pros and cons of ebooks.
- Robert distributed copies of the Computer Use Policy, which by United States Code requires board review every three years for the library to be eligible for federal funding. Susan moved to re-approve as written. Jeanne seconded. Following discussion of patron privacy, which is stated elsewhere in library policy but not specifically in this document, the motion passed unanimously.
- Robert Shupe distributed the revised draft of Board Policy Section 1.03 - Role Statements, and indicated that the library management team has discussed and approved it, and that it will be an action item next month.
- Susan reported no changes for the New Building subcommittee.
- Tavia reported on the budget transfers that were made, and that overall the budget is in good standing.
- Jeanne reported that the online book sale collected \$137.72 and the ongoing in-house book sale collected \$463.85 in April.
- Robert Shupe (for JaDene) reported that the Friends of the Library collected about \$1,500 during their April book sale; that 41 people became Friends during the Friends Only day of the sale, and an additional 6 on subsequent days; and that the surplus books have been sold by the pound to "Discover Books" for eventual redistribution or recycling. The next book sale is planned for October
- Robert Schmidt asked that the board study the Role Statements revision as part of the board policies and stated that the topic will be revisited next month.
- Susan reported that the marketing committee has been very busy with the recent events and will meet again next week.
- Crescencio reported that he and Robert Shupe will be meeting after the board meeting to choose a date in July for the planned cultural event.
- The meeting adjourned at 6:55 PM. The next meeting is scheduled for June 14th, 2016 at 5:30 PM.