

**LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
13 DECEMBER 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, Crescencio Lopez Gonzalez, JaDene Denniston, Liz Villegas, Tom Jensen - City Council

MEMBERS EXCUSED: None

MEMBERS ABSENT: None

LIBRARY STAFF: Robert Shupe, Karen Clark, Debbie Ogilvie

VISITORS: Leslie Black

BUSINESS:

- The meeting was chaired by Noelle Call; roll call was conducted by Debbie Ogilvie; the minutes for November were reviewed and approved.
- Under the call to the public, Leslie Black stated that a library is a wonderful opportunity for the community to better itself.
- Robert Shupe expressed appreciation on behalf of the library and the board to Jeanne Sullivan for her years of service as a volunteer and a board member, and presented her with a gift card to Amazon.
- Robert Shupe informed the board that Robert Schmidt and Liz Villegas have been re-appointed for another term on the board, and that Leslie Black has been appointed to complete the term vacated by Jeanne Sullivan.
- Robert Shupe reported on the status of the security camera replacement and upgrade project. He informed the board that due to the need to act in a timely manner, \$14,738.00 from this year's operating budget will be used to purchase the needed equipment, and that the previously approved funds from the library trust fund will be used to reimburse the operating budget after due process.
- Robert Shupe reported on the status of the SAGE University program (Senior Adults Gaining Enrichment), which was previously known as Senior Thursday.
- Robert Shupe reported on which movies will be shown during this year's Library Holiday Film Festival.
- Robert Shupe reported that Santa Claus came to visit the library today and promised to return tomorrow.
- Robert Shupe reported that two members of the Latino Advisory Council, Nadia and Zinthia, have been asked to create spanish language manuals for the Collaborative Summer Library Program (CSLP), a national committee that creates manuals for summer reading programs, and that they requested that their \$1,000 payment be donated to the Logan Library. He also informed the board that Becky Smith was on the CSLP committee in it's first year of operation.
- Robert Shupe informed the board that the Logan Library has again received Quality Library Status in the re-certification process.
- The board reviewed the monthly statistical report for November, and briefly discussed meeting room usage guidelines.
- Noelle Call was re-elected as the board chair and Tavia Smith as the vice-chair for 2017.

- Tom Jensen reported that the new library is still on the City Council agenda, and that discussion is ongoing regarding costs and locations.
- Tom complimented the library on their outreach efforts, and informed the board that he has requested a free Library Vitality Report from the Library Systems and Services non-profit group, and that they will compare the Logan Library to Weber County, Salt Lake City, and all library communities the same size as ours in the State of Utah.
- Robert Schmidt suggested that a City Council Report be added as a regular agenda item following the Director's Report.
- Liz Villegas reminded the board that the Logan Library has a dedicated radio frequency that could be used for outreach. Robert Shupe agreed to check into it.
- Tavia reported that all library accounts are in good standing.
- Jeanne reported that the ongoing in-house book sale collected \$886.59, and the holiday book sale collected \$402.29, for a total of \$1,288.88 in November. (She did not report an amount for the online book sales.)
- Liz reported that the new Friends officers have met and are working on a programming calendar for the next year.
- Liz initiated discussion about book donations and possibly getting involved in collecting books for other non-profit organizations.
- Robert Schmidt and Robert Shupe reported on the library staff discussions regarding a policy to facilitate use of the library by youth who may not have access through regular library practices. Robert Shupe asked for feedback and support to pursue the creation of written guidelines for use in exercising his 'director's discretion' in such cases, and of re-instating the practice of allowing children to take library card applications home to get their parent's signature. He also reported that during staff discussion, the management council decided to allow computer use by patrons whose fines have exceeded the allowable limit, and to not charge for use of the 15 minute session computer unless patrons need additional time.
- JaDene reported that Breanna VanDyke and Robby Linton have joined the marketing committee, and that exciting plans are underway for an 'International Day of Reading' event in April.
- Crescencio distributed a draft program proposal for an 'Essay and Creative Writing Competition' sponsored by the library and open to the schools in Logan City. Robert Shupe informed the board that the library management council will discuss the idea in their meeting this week.
- The meeting adjourned at 6:50 PM. The next meeting is scheduled for January 10th, 2017 at 5:30 PM.