

LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
9 MAY 2017
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, Crescencio Lopez Gonzalez, Liz Villegas, Leslie Black

MEMBERS EXCUSED: Robert Schmidt, JaDene Denniston, Tom Jensen - City Council

MEMBERS ABSENT: None

LIBRARY STAFF: Karen Clark, Debbie Ogilvie

VISITORS: Mayor Craig Petersen, City HR Director Greg Cox

BUSINESS:

- The meeting was chaired by Noelle Call; roll call was conducted via introductions to Greg Cox.
- Mayor Petersen and Greg Cox reported that Robert Shupe has submitted his resignation effective May 1st. They distributed a draft job announcement and led a discussion about the process of hiring a new library director. Greg informed the board that the job will be posted on multiple sites starting tomorrow, and that he would be able to help as needed during the selection process. Noelle requested the addition in the job responsibilities section of regular staff evaluations.
- After Mayor Petersen was excused to attend another meeting, Greg and the board continued discussion. Noelle proposed that the hiring committee consist of two library staff members from senior management positions, two board members (in addition to the board chair?), City Council representative Tom Jensen, HR director Greg Cox, and a member of the public at large - possibly the president of the Friends of the Logan Library. The board also discussed some issues that they would like to see addressed in the interview process, including feedback on cultural issues and how to implement a 21st Century Library.
- Greg Cox was excused, and the minutes for April were reviewed and approved.
- Karen reported on the success of the Library's first annual International Day of Reading program.
- Karen reported that participation in the 1000 Books Before Kindergarten is skyrocketing, with 53,000 books reported read so far, and 235 participants, which continues to increase.
- Karen distributed copies of the 2016 Annual Report and a Library Trends Report covering 2000 through 2016. She explained how factors such as the economy, collection changes, and the library taking over the other side of the building have impacted the trend lines.
- Karen reminded the board that holding the meeting on Tuesday nights is not set in stone, and that if the board as a whole decided another time would be better, it could change.
- The board reviewed the monthly statistical report for April.
- Karen informed the board that a Comment Box has been created and posted in the library and passed around the first comment form collected, happily a good one.
- Karen informed the board that the library has received a Community Library Enhancement Fund (CLEF) grant in the amount of \$11,100.00, which must be spent before June 30th, and distributed a proposed spending plan. Following discussion, Tavia moved to approve the proposal; Crescencio seconded; the motion passed unanimously.

- Karen and Noelle reported that the Library Building steering committee has chosen five architects, out of twelve that applied, and that the project will move forward as soon as a building location is settled upon. They informed the board that the Mayor is considering a couple of alternatives in addition to the previously proposed Emporium site.
- Tavia and Karen reported on the status of the current library budget, which has several accounts in the negative. Karen explained the process of transferring funds from other accounts within the budget, and informed the board that she will continue to monitor the accounting software daily to assure that no other accounts become negative before the end of the fiscal year on June 30th.
- Leslie reported that the online book sale collected \$85.28 and the ongoing inhouse book sale collected \$476.71 in June. She reported that the current balance of the library trust fund is \$153,345.00, \$5,547 of which is from contributions made during this fiscal year.
- Karen reported that the Friends of the Library program featuring World War I was very interesting and very well attended. Liz reported that the next Friends meeting will be held on Wednesday, May 17th at 5:30 PM.
- Karen reported that the library Management Council held a good discussion about updating the meeting room policy, and informed the board that a draft will be forthcoming. She also stated that included in the draft will be a proposal to rename the Logan History Room as the Ronald K Jenkins Reading Room, as the room no longer holds the history collection and is much nicer than the current Jenkins Reading room.
- Karen reported that the marketing committee will be changing their focus and beginning a new campaign to illustrate "Why we need a New Building" with posters and information for the public. Leslie suggested that the campaign include information on what a 21st Century Library looks like and can do for our community.
- Karen distributed copies of the proposed budget for fiscal year 2017-18, which is currently in approval process by the Mayor and the City Council.
- Noelle shared a concern that the drive-up book drops are too high for disability access. It was pointed out that the variability in size of vehicles makes it impossible to position the drops to please everybody. Karen reminded the board that the book drops will need to be moved when construction of the new hotel begins.
- The meeting adjourned at 7:05 PM. The next meeting is scheduled for June 13th, 2017 at 5:30 PM.