

**LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
21 MAY 2018
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: JaDene Denniston, Crescencio Lopez Gonzalez, Tavia Smith, Robert Schmidt (by phone), Liz Villegas, Leslie Black, Sheri Haderlie

MEMBERS EXCUSED: Amy Anderson - City Council

MEMBERS ABSENT: None

LIBRARY STAFF: Karen Clark, Joseph Anderson, Debbie Ogilvie

VISITORS: None

BUSINESS:

- The meeting was conducted by JaDene; roll call was conducted by Debbie; the minutes for April were reviewed and approved.
- Karen reported on the purchases made thus far for the CLEF grant and announced that the 'Teens, Tweens and Toddlers - the Logan Library has Technology for All' LSTA grant has been approved in the amount of \$13,992.
- Karen reported that the mayor has approved the proposed budget for next fiscal year, and that council approval is pending.
- Karen informed the board that library recertification is next required in 2019, and every three years after that.
- Karen reminded the board that her director evaluation needs to be completed in June. JaDene agreed to set up a committee, and Tavia volunteered to participate.
- Karen reported on her attendance at the Library Journal Design Institute, the MPLA Leadership Institute, and the ULA conference.
- Karen informed the board that submissions to the City's RFQ for development of the Emporium block have come back and a developer has been selected. The board discussed how this impacts the decision of a new library location.
- The board reviewed the monthly statistical report for April. Karen reported that the librarians are talking about ways to revitalize the library Blog and other pages to boost interest in the library website.
- Karen asked the board to approve a request for transfer of funds to cover an unpaid invoice from SirsiDynix from 2015. She explained that the company has reduced the amount due by 75%, leaving a balance of \$7,946.35, and stated that she still needs to talk to the city legal department to determine if the library is required to pay an invoice this old. Following discussion, Sheri moved that the board approve a request to transfer the funds from the trust fund to pay this if needed. Crescencio seconded. The motion carried unanimously.

- Crescencio reported that budget numbers are getting low, as expected near the end of the fiscal year, and that Karen is examining each line item of the budget to make sure there is enough for the rest of the year. He also recapped the budget requests for the next budget year.
- Karen reported that she has been asked to compare library employee salaries to the current market value.
- Leslie reported that the online book sale for March collected \$225.22, minus the \$39.99 merchant fee, for a profit of \$185.23; and that the in-house booksale collected \$682.91. She also reported that the trust fund balance stands at \$168,808.80.
- Robert Schmidt informed the board that review of the Public Services Policy will begin next month, and suggested some points for discussion. He requested that this be added as a workshop discussion item on the next agenda.
- Tavia reported on the many library events held in April, and informed the board that the Herald Journal published an article about the library's Día de los Niños event.
- Liz opened discussion about how to include more diversity in employees and volunteers. Discussion included the desire to find a way to support the Cache Refugee and Immigrant Center, as well as possibilities for youth volunteers.
- Karen informed the board that one requirement for library recertification is to have a strategic plan, and that the library's long range plan is not quite the same thing.
- The meeting adjourned at 6:35 PM. The next meeting is scheduled for June 18th, 2018 at 5:30 PM.