

**LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
20 AUGUST 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, Tavia Smith, Leslie Black, Sheri Haderlie, Amy Anderson - City Council

MEMBERS EXCUSED: Robert Schmidt

MEMBERS ABSENT: Crescencio Lopez Gonzalez, Liz Villegas

LIBRARY STAFF: Karen Clark, Joseph Anderson, Debbie Ogilvie

VISITORS: Brad Armstrong - Friends of the Library

BUSINESS:

- The meeting was conducted by JaDene; roll call was conducted by Debbie; the minutes for July were reviewed and approved as amended to correct a spelling error.
- Brad reported on the Friends of the Library board meeting discussion which included planned events and possible events; the need to review and evaluate the MoU document; and Friends-funded library projects.
- Karen reported that the money for the LSTA grant has been spent; that a Tween Wednesday program is being developed to use the robots and to do some coding; that parents really like the age specific options on the new childrens computers; and that the new laptops are here in good time as the old ones are dying. She informed the board that the library hopes to purchase additional new laptops with next year's LSTA grant.
- The board reviewed the monthly statistical report for July. Debbie reported the Library holdings numbers that weren't available at the time the report was sent to the board.
- Amy reported about ongoing meetings with Cowboy Partners for the Center Block Development. She stated that the City Council is not exploring other locations (for the library) at this point in time.
- JaDene invited board discussion about the Library Trustee Training presented by Juan Lee on August 16th. She proposed that the board discuss sections of the trustee handbook as a regular agenda item, and asked the board members to read pages 38 and 65 in section 7 for discussion in the next meeting. She distributed copies of the United for Libraries Ethics Statement for board members to review and sign and asked Debbie to keep the signed copies on file. Following discussion about board unity and commitment, Sheri moved that the board take on the homework assignment of individually investigating the board attendance policy and how it ought to be enforced. Tavia seconded. Karen read out the pertinent section of the bylaws and agreed to email it to the board. The motion carried.
- JaDene opened discussion about the board assignments. Discussion included the difference between elected and appointed positions, when elections and appointments happen, and what the board assignment descriptions need to include.

- JaDene addressed the need to change how the library's 'Contact Us' link for the library board is routed. Following discussion, Leslie moved to set up an email account available through the library website to address issues directly from the public to the library board with an autoresponse acknowledging receipt and intent to present to the board for discussion. Sheri seconded. During discussion it was suggested that board meeting times be included in the autoresponse. The motion carried. Tavia agreed to be the one to regularly check the email as part of the public relations assignment. Karen committed to the library creating the email account and setting up the autoresponse.
- Karen revisited previous discussion about removing the specific purchase price for non-resident library cards from the 2.02 Public Services Policy. She explained her reasons for wanting to not remove the information, and suggested instead moving the dollar amount from 2.02.01 (Eligible Patrons) to 2.02.02 (Delinquencies, Fines and Other Charges) where all other library fines and fees are delineated.
- Tavia reported on July's library programs.
- Karen reported on the Community Outreach meeting where plans were discussed for Banned Books week and for the library's County Fair entry, which won special mention for best use of theme.
- Sheri initiated discussion about the board report section of the agenda. Discussion involved suggestions that changes could be made to more fully involve the board, linking back to the ongoing discussion of board assignments and terminology.
- JaDene asked for re-statement of the board's assignments for next meeting: To read pages 38 and 65 in section 7 of the trustee handbook, and to investigate the board attendance policy and how it ought to be enforced.
- The board recessed into executive session at 6:55 PM to review the Karen's Director Performance Evaluation. The meeting adjourned at 7:10 PM. The next meeting is scheduled for September 18th, 2018 at 5:30 PM.