

**LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
MONDAY, 24 AUGUST 2020
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, Sheri Haderlie, Crescencio Lopez Gonzalez, Leslie Black, Julene Butler (via Zoom), John Zsiray, Mark Anderson

MEMBERS EXCUSED: none

MEMBERS ABSENT: none

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 February were reviewed and approved.
- Karen reported that the new compressor has been installed and is working correctly but that the second compressor is not wanting to work now.
- The board reviewed the monthly statistical reports, with attention called to the totals for the library's pick-it-up service during the time the library has been closed, as well as a new online music database on trial, Freegal.
- Karen reported on the completed RFID grant project, involving an extensive weeding of the collection and applying RFID tags to every remaining item. She admitted that the project would likely not yet be finished if the library hadn't been closed because of COVID-19.
- Karen reported on the Census grant project, the outreach portion of which was stymied because of COVID. Patrons have been able to check out the chromebooks and wifi hotspots, and the state library will be giving the library additional hotspots. The library continues to promote the Census which needs to be completed by the end of September.
- Karen informed the board that the library plans to re-open on September 8th. Weekday hours will be 10 AM to 1 PM, and 2 PM to 6 PM, giving staff a one hour window mid-day to apply a sterilizing spray. Saturday hours will be 10 AM to 2 PM.
- Karen informed the board that the library has lost 4 staff members, 3 part time and 1 full time, and has not replaced any but one of the part time positions due to the reduced hours of operation and in the interest of conserving money for the new library.
- Karen reported on her attendance at the Public Library Association meeting in February and shared an idea for having a social work intern in the building during after school hours.
- The board previewed the library's new website which will go live on September 1st.
- Mark reported that the City Council is excited about the plans for the new library and is working on getting all the funding in place, including a potential property tax increase that amounts to "one book each year". Karen distributed copies of the proposed financing plan.

- Brad reported on plans for the Friends book sale to begin when the library opens again. He announced the results of the online voting for the new board, with himself as Interim President, Katie Chapman as President Elect/Vice President, Jennifer Duncan as Secretary, Stephen VanGeem as Treasurer, and Michelle Selui as Member-At-Large. He stated that the Friends board is excited to help with fundraising for the new building.
- JaDene called for community feedback, which mostly involves questions about new library plans.
- Karen distributed copies of the Site Feasibility Study and the board discussed the new library timeline. The tax funding cannot be approved until next August, but, pending council approval the building plan can move forward sooner and is expected to take approximately nine months.
- Karen reported on the impact COVID-19 has had on the library, specifically on decisions about fines and fees and hours of operation. She informed the board that she had instituted fine-free check-in to compensate for the extra time returned items spend in quarantine before they are checked in, and distributed a draft update to the pertinent board policy contingent on board approval for continuing the practice. She also distributed a draft update for the hours of operation policy to include emergency situations such as COVID-19. She informed the board that she had increased the holds limit from 25 to 50 to match the number of check-outs allowed, and that she had increased the length of time some dvds are checked out.
- Karen proposed reviewing the wording changes with Julene for all of the COVID-19 impacted policies and presenting them next month as action items.
- The board discussed other ways COVID-19 has impacted library service, including decreased availability of interlibrary loan, and increased utilization of books-by-mail and pick-it-up services.
- The meeting adjourned at 6:50 PM. The next meeting is scheduled for Monday, September 21st, 2020 at 5:30 PM, in the City Hall Conference Room.