

North Logan Library Board Meeting Minutes

October 9, 2017

ROLL: Alice Lucherini, Cathy King, Cheryl Fullmer, John Bailey, Winona Perry, Judi Poorte, Jenny Lyman, Charlotte Brennen, Cristal Robbins and Flora Shrode. Christie Hansen, excused.

WELCOME: Alice

MINUTES: There was a brief discussion of what items need to be included in minutes. Motions, seconds, and votes need to be recorded. Discussion details are optional. A voice recording should be kept. If there are changes needed, then the board will vote to accept minutes with the changes. If no changes are needed, then the minutes will be accepted automatically.

Alice welcomed visitor, Kelly Brown. Kelly was a regular attendee of the library fitness classes and had sent the board members an e-mail in support of continuing the classes. Kelly wanted to attend the board meeting to learn more. Kelly was hoping to keep the fitness classes under the library umbrella and perhaps doing it under the Friends of the North Logan Library would be a better fit in working with their non-profit status.

The board expressed interest in working with the library, Friend's and North Logan City Parks and Recreation to continue the fitness classes. Funding of the classes may be an option in the future, but the budget will probably not allow it at this time.

FRIEND'S REPORT: Winona Perry

- Winona has been researching the Friends non-profit status and thinks there may need to be a change in the status. Under the current status, Friends are not allowed to have certain people, or groups give them money. Cheryl said the Friends need to receive completely non-taxable money and we don't want to make any changes that would affect the receiving of the Thorne Endowment money. Cheryl would need to see all the documentation regarding a change before agreeing with any changes in non-profit status.
- Friends are continuing with the Authors and Illustrators program. On July 22, 2017, author Jenny James made a presentation to the library. She is promoter of clean children and adult books. Winona would like to encourage the board and more people to come and support the program.
- Author Josie Kilpack is scheduled for October 27, 2017. Greg Luke, author of medical mysteries will be speaking on November 17, 2017. Author Jennifer Nelson is scheduled for December 1, 2017.
- Thorne Endowment board held a meeting. They would like to see more accountability in the funds presented to the library. A yearly base amount of \$200,000 will come from the Thorne Endowment with 70% earmarked for use by the library to supplement not supplant funding from the city. The Friends will receive 30% of the \$200,000, in which 50% can be made available as disbursements to the library upon request and approval. Purchase requests and payment can come directly from the Friends and do not need to go through the city. The Thorne Endowment also requested a final year end report. Cheryl wants to see this in a written and signed agreement. Winona said there have been no changes in disbursements, only a clarification.

BUSINESS: Alice

We have received the opportunity for library board training from the State Library System. The training could be presented in webinars, live person training or on-line training. The board expressed an interest for the live person training. Alice will contact Sharon Deeds and set that up.

BUDGET: Cheryl Fullmer

- End of the year audit has not been done yet. Cheryl handed out a balance sheet dated June 30, 2017 and a budget dated September 30, 2017. Cheryl looked at the budget of 21% which should be at 25% for the year.
- Collections budget is tight, so we need to keep an eye on that.
- We need to talk to the city about line item #s 707, 708, 709. We have not received the money yet, so it should not be presented in the budget. Cheryl will talk to the city about that issue.

DIRECTOR'S REPORT: Judi

- The library staff held a training meeting for all library employees for policies and procedures. The training was very helpful and educational.
- In the hiring of a new Director, would the board consider having Alan Luce, the Mayor, or a member of the library staff help with the hiring process? Alice said she would like to talk to the library staff to hear their ideas and concerns. They may be a part of the interview and discussion process but not part of the hiring decision.

At this time all non-library board members were excused for a closed board meeting. The board continued for another 30 minutes.

MEETING AJOURNED. Next board meeting will be held on November 13, 2017.