

North Logan Library Board Meeting

August 10, 2023

Those in attendance: Emily Wheeler, Cathy Larsen, Liz Carr, Janean Huppi, JoAnn DeLange, James Britsch (Library Director), Emily Schmidt (City Council representative), Mayor Lyndsay Peterson, Christina Crookston (citizen)

Board members not in attendance: Cassidy Crockett, Jenn Albrecht

Meeting began with mention of good news about the library. Cathy and Emily W. were able to meet with Rachel Lenahan, our liaison with the state library. She meets with the library director about twice a year and would be happy to come do training for our board. The end of summer party went well. There has been an increase of senior citizens attending library events.

July minutes were moved to be approved by Emily W.; Janean seconded, all voted in favor.

City Council Report:

Emily S. reported that the floors for the new city building have been poured and we were all able to see a lot of visual progress on the building.

Budget Report:

Fiscal year ended in June. Currently well with in the budget for the 2023 fiscal year as the last few bills are coming in. The library has spent \$43,807 so far this year. With large purchases for both collections and software.

Board Training:

State of Utah requires the board does yearly training. Board members watched a training video, provided by the state library, on the different types of boards, before attending this meeting. We then discussed that we would like to be more of an advisory board – meaning we'd validate, encourage and correct as needed. Cathy, Emily W. and Mayor Peterson had a meeting to discuss the type of board we are and all felt it best that we be an advisory board as well as an interventional board as necessary. That way we can step in as needed, but not have the responsibility over financial decisions. Mayor Peterson pointed out that the clarification frees us up to make policy. Janean mentioned that from the training we have the ability to refer to professionals as needed. Cathy noted that we can utilize committees more. Emily W. observed that we do not need to have board members on those committees to ensure they are unbiased, if the case warrants.

The board is required to do the "open public meeting act" training yearly. There is a video and an evaluation given through state training.

Director's Report:

345+ people attended the end of summer party. Elk Ridge Park is a great location to hold the party, because of the splash pad allowing kids to wash off after being in the bubbles. The city was very good to work with. The largest group signed up for summer reading was ages 7-11.

Update Bylaws and Strategic Plan:

This is specific for the board. Some minor changes will be made – board members will be able to alter as needed. It will then be updated by the webmaster. The board and the city will need to approve it. James said the recertification is needed now. The board approved the bylaws with a change to Article VI, about library compliance. Other changes can be made as we'd like.

Emily W moved to approve bylaws with change; Liz seconded, all voted in favor.

Ad hoc committees set up:

Bylaws: Janean, Emily W.

Strategic: Cathy, Liz, JoAnn

Technology: Emily W. Cassidy, Jenn

Strategic and Technology plan need to be recertified by 2024 as per Rachel. James was going to ask Rachel on the exact timing.

Technology Plan is a brand new requirement for all libraries. The state would like it to be more in-depth than just the paragraph from the strategic plan.

Committees can discuss their specific plans on their own between now and the next meeting.

Liz motioned to that the board go into a closed meeting to discuss the character, competency, or health of an individual; Emily W. seconded, all voted in favor. Exited the closed meeting. Liz motioned to adjourn; Janean seconded, all voted in favor.