

## North Logan Library Board Meeting Minutes

April 9, 2018

ROLL: Alice Lucherini, Cheryl Fullmer, Flora Shrode, Kristen Andersen, Christie Hansen, Paul Daybell, Judi Poorte, Cathy King, Lyndsay Peterson, Cristal Robbins.

WELCOME: Alice

MINUTES: Christy moved to accept March 2018 board meeting minutes. Cathy seconded motion. Motion approved.

FRIENDS REPORT: Lyndsay Peterson

- Friends are somewhat dormant now as they are waiting until the new director is in place to meet with him and plan the library needs.
- Friends are currently offering a free membership to the North Logan Friends of the Library.
- Winona Perry has resigned as the Past President Board Member for the Friends so that position on the board is now vacant.

BUDGET REPORT: Cheryl Fullmer. Cheryl passed out a copy of the budget dated 3/31/2018. The following items were discussed.

- Line item 21-458-280 Utilities has increased substantially. Previously the library was responsible for 20% of the utility bill for the building but it has been increased to 80% for \$37,400 for the year. That line item will need to be increased in the future budget.
- Income from grants for this year is unknown. The Cleff grant came in at \$6000.00 and was spent on children's books. The check was deposited to the City.
- A \$4500.00 EBSCO expenditure should not have come out of State Grants category but should be entered under collections. Cheryl will depend on the Library to make sure expenditure are entered into the correct year.
- Overall the library expenditures are under budget by 14.59% for the year.

Some time was turned over to Judi for budget discussion.

- The worksheet for the Library Budget 2019 is due to Alan Luce by April 23, 2018 and then the Library Enterprise Budget 2019 will be presented to the City Council on May 2018.
- Judi again mentioned the utility expenditure increase.
- All grant money has been accounted for.
- Administrative allowances will need to be increased in the future and for a few more weeks the 2019 budget will continue to be a work in progress.

Christy asked a question about the Library bond. Was it revoked in 2017 when the building was paid off? The money collected for Libraries is for the Library system and not just for the building. The Thorne Endowment money is contingent on public financial support.

DIRECTOR'S REPORT: Judi Poorte

- Coming up on Friday is the Stuffed Animal Sleepover Party. Patrons leave their stuffed animal for a sleepover. Their animals enjoy different activities at the party that are documented on photos. The teens help with the party.
- Summer Reading Program planning is in the works. Staff members will be getting sponsors and donations.
- Teen Marvel Party is planned for the end of the month. Kristen asked about the number of teens attending the party. Paul and Judi answered that previously there have been between 60-80 teens attending. This year, because of licensing restrictions the movie viewing needed to be moved into a larger theater, so they have 60-100 tickets available. They plan to invite the Youth Center teens and teens from the county libraries and staff and board. Kristen suggested that any empty seats be given to city employees.

POLICY UPDATES: Cathy King

- Cathy passed out the latest Strategic Plan. Flora made a motion to accept the plan as written. Christie seconded the motion. Strategic Plan was approved.
- Last month's fine free plan was discussed further. A few different options were presented with one creating an auto renewal up to 3 times and then it will be marked as lost. This gives them an extended period of time to return the item and fees do not continue accrue. Go Pros and Kindles and popular books would not be on auto renewal. This would require one time \$700 program upgrade to change system. Another option would be to do an amnesty week or month, where they come into the library and late fees are forgiven. Their late fees would be forgiven but lost items would need to be paid for. It was decided that the library would do the amnesty program and wait until the new director starts and let him make a more permanent decision.
- Christie made a motion to implement an overdue book fee amnesty month in the month of June and forgive fines for returned items. Cathy seconded the motion. Motion approved.

Closed Executive Session followed.

MEETING ADJOURNED: Next board meeting will be May 14, 2018