

July 8, 2021  
North Logan City Library Board  
Meeting Minutes

Welcome: Lynette Taylor, Board Chair, welcomed all in attendance, which included Emily Wheeler; Steve Derrick; Kate Petersen; Linda Young, Treasurer; James Britsch, Library Director; Charlotte Brennand, Liaison to the Friends of the Library; Jenny Lyman, Past Chair; Morgan Taylor, Librarian; and Flora Shrode, Secretary

Minutes from the 10 June 2021 meeting: Flora had sent the minutes to board members and provided a few print copies at the meeting. Steve moved to approve the minutes; Emily and Linda simultaneously seconded; all voted in favor of approving the minutes.

Budget Report: Linda Young, Treasurer, provided a summary report from North Logan City. Changes from the June report are highlighted to show results from the City Council having approved a revised FY2021 budget on June 16, 2021. We questioned how the budget could be revised after the fact, and Linda will inquire about this with city officials. [Added July 21, 2021: Linda reported to the library board that the changes reflect standard practice in government/municipal accounting. The city recorder makes changes to budgets that reflect revenues and expenditures in city departments, and he communicates with department heads so that they may request explanation or recommend different changes before the budget is presented to City Council.]

The year-to-date actual totals for revenues and expenditures are the most important items for library board members to notice. Linda has examined detailed expense reports for the Library in order to identify bills that the Library Director can anticipate may arrive in the new fiscal year (i.e., FY2022). Some invoices from activity in FY21 may arrive as late as September of 2021.

Steve moved to accept the budget report; Charlotte seconded; all voted in favor.

Library Update & Training: James Britsch, Library Director, reported on a recent meeting with the Thorne endowment administrators that he attended along with Lynette Taylor, Library Board Chair, Lyndsay Peterson, President of Friends of the Library, Damon Cann, North Logan Mayor, and Alan Luce, North Logan City Administrator. Dell Loy Hansen, who originated and sustains the Thorne endowment, attended the meeting. James has attended four of these meetings since he assumed the position as library director in 2018, and this was the first time that Mr. Hansen attended. Mr. Hansen advised those present to “think bigger” regarding future library facilities. James has met regularly with Mayor Cann and Alan Luce to plan for a new library facility or expansion of the existing library. Mr. Hansen asked that the group return in ten weeks with big ideas based on using the existing property, expanding the current library building, and

adding a large wing for children's library collections and services and also a large event space. Mr. Hansen plans to donate funds to build entirely new city offices for North Logan as well.

The amount that the Thorne endowment provides to the North Logan City Library to supplement its budget will be increased by \$50K in FY2022, and Mr. Hansen offered to fund the salary for an additional full-time library employee as well as the library facility expansion.

James invited Morgan Taylor, newly appointed, full-time librarian to attend Library board meetings whenever possible. Morgan is in charge of planning programs and events. The Library has programs planned on Wednesdays until the second week of August. Other recent hires are a new library page and a clerk, who are currently in training.

Election of Officers, 2021-2022: Lynette Taylor guided the group through nominations and voting. Lynette invited Leanne Holmes to the meeting to serve as a neutral vote counter.

Results of the elections are:

Chair -- Emily Wheeler

Vice Chair -- Steve Derrick

Secretary/Recorder-- Flora Shrode (Kate Petersen will serve as back-up)

Treasurer -- Linda Young

Liaison to the Friends of the Library -- Charlotte Brennand

Other Topics: Linda asked about statistics from the State Library over time; she wonders if they have reports we could use to discover and analyze trends that might be informative for strategic planning. James offered to share any statistics that he has compiled and to request any other reports submitted before his appointment in 2018.

Mayor Damon Cann commented to James that the library has offered fewer programs than in recent years -- James will ask the state library for a report, as the board believes that the number and types of programs are appropriate and robust for the North Logan community.

Next Board Meeting -- Thursday, 12 August 2021 @ 1:00 p.m.