

North Logan Library Board Meeting March 9, 2023 minutes

Those in attendance: Emily Wheeler, Jenny Lyman, Janean Huppi, Linda Young, Liz Carr, Charlotte Brennand, James Britsch (Library Director), Emily Schmidt (City Council representative).

Potential Library Board Members: Becky Bridgen (waiting for mayoral approval), Kathy Larsen, Cassidy Crockett, Jeannie Boren

January minutes were moved to be approved by Liz; Jenny seconded, all voted in favor

City Council Report:

City is finalizing the design for the city offices. Work on that building will hopefully begin once the snow is gone.

James will present the library budget to the City Council in April.

Friends Report:

Last big fundraiser by the Friends will be a Pickleball Tournament. This event is being put on solely by the Friends without help of Library staff. Volunteers are welcome.

The Friends of the Library are a separate entity that allows the library to be tax deductible. Money is channeled, through the Friends and is also provides service and fundraisers for the library. The library is a government entity and can't fundraise.

Budget Report:

Even with changes James and Linda have made to original 2023 budget, the library is still exceeding expected income. James feels we are right on track with the budget and we are 2/3rds of the way through the fiscal year.

Director's Report:

It's been an exciting and stressful year. The library staff is really looking forward to the building expansion. James described some of the changes that will take place to the existing building with the extension. The library has been supporting the fundraising and that is not their role. The employees are looking forward to things getting back to normal and being able to focus on the library rather than fundraising.

The Regency events were very successful. When the events are held in the future they plan to hold the ball and the tea both at the Riverwoods Conference Center, hopefully closer to Valentine's, but not too far into March. Future proceeds will go to library collections and events, not to the building extension.

Murder Mystery dinner received great feedback. Jenny and Liz from the board both attended and thoroughly enjoyed it. However, the event was a lot of work for the staff. If they do it in the future, they will need to find a way to make it less labor intensive.

The summer kickoff party will be held in the Greenville field across the street from the library, since there is construction on the library's lawn.

The end of summer party will also be held at Greenville. They do plan to have a foam maker and possibly a dunk tank as both were big hits in the past.

Summer is the biggest time for the library. The library spends months preparing for it. James reports to the library board, because it is a governing board. Being a part of the library board is a great way to give back to the library and the community. The meeting room used to be able to be rented out, but is no longer. It was too difficult to manage it. Potentially, the new meeting room will be rentable. The city may change their mind on that in the future. James and Emily Schmidt were unsure if the profits from the rental of the meeting room would go to the city or to the library.

Budget discussion from Director's Report:

James went over the library budgets proposed for 2024, current 2023 and previous 2022. All land owners pay a fixed percentage of their taxes to fund the library. On average the library receives a \$12,000 total increase from that revenue source. North Logan household's pay approximately \$90 per household per year for the library. A non-resident library card costs \$90 per card yearly and \$24 for a three-month card. With Logan City Library planning to open in the late fall, it is expected that those buying non-resident cards will go down. However, there should still be summer citizens and USU students who mostly likely continue getting non-resident cards. The Thorne Endowment was given by local Deloy Hansen. Mr. Hansen loves the community and set up an endowment for the library. Wasatch Properties is the group that manages the investments and has seen great growth.

Library wages are set to go up about 3% per year with the same number of employees.

Because of the number of events and fundraising the library has done this year staff have been putting in too many hours, which is the cause of the Library Wages budget category going over this year.

The library has three full-time employees who get benefits. James would love for all three of the full-time employees to get to go to the American Library Association (ALA) conference every year in person. For the past two years employees didn't attend trainings and conferences. Which is why this year the Training and Travel budget for the category is higher this year.

Library Software is much less this year, because the install took place last year and this year it will just be maintenance.

The office supply category was also over budget, Emily Schmidt asked if they needed more money. James thinks this year is an anomaly, in part due to fundraising events, and that they will be able to keep it to \$1500 next year.

Revised budgets are submitted to the city in December as different adjustments need to be made.

Liz moved to approve the 2024 budget to be submitted to the city; Janean seconded, all approved.

Book Challenge:

Emily Wheeler and James shared revised Reconsideration Request form. James sees the library world as under attack. Janean mentioned two bills currently in the legislature which would be especially detrimental to school libraries.

A library staff member that is a part of the LGBT community would like to do a Pride display in June. James said that was fine. Becky asked if he would be okay to do a heterosexual display next to it, to make sure there was representation and James said he was.

Emily Wheeler led further discussion on the Request for reconsideration/book challenge form. Some minor changes were made to the document. The board would only need to get involved if the book in question, wasn't able to reach a resolution by James and the patron. By doing things such as moving the book to another section or having the book only be available by request and not on the shelf.

Only residents of North Logan would be able to submit a book challenge, not those holding a non-resident card. The board wanted to ensure that North Logan residents views were protected and upheld. Rather than open the library up to non-residents who may want to promote their agenda, which may not reflect that of the North Logan residents.

Liz moved to accept the Request for Reconsideration with revisions given by the board; Jenny seconded, all approved.

Charlotte moved to adjourn; Liz seconded.

Action Items:

Vote on name of Request for Revision/Reconsideration form

Explanation of how the library does collections