

North Logan City Library Board Meeting Minutes

January 8, 2018

ROLL: Alice Lucherini, Chair; Christie Hansen; Jenny Lyman; Cathy King; Cheryl Fullmer; Charlotte Brennand; Flora Shrode; Kristen Anderson, City Council Board Member; Judi Porte, Acting Library Director; Lyndsey Peterson, Friends of the North Logan Library and Cristal Robbins.

The board received training from Sharon Deeds, from the Utah State Library. Each board member received a Utah Public Library Trustee Handbook and Sharon quickly went through each section with the board. Sharon said the North Logan library needs a new mission statement and a new strategic plan and encouraged us to update those two items immediately.

The board asked if the library director needed to have a master's degree. Sharon said a master's degree is not required but additional training would be required, and the director would need to meet basic certification standards.

Other questions clarified; Minutes need to be posted on the city website. Minutes can be sent to Scott Bennet at scott@northlogancity.org and he will post the minutes on the city website.

If personnel issues are discussed in the board meeting the discussion may take place in a closed meeting and detailed minutes are not required.

MINUTES: The minutes were not completed but will be sent out promptly and accepted in February's board meeting.

FRIENDS REPORT: Moved to the end of the meeting.

Alice suggested that the board take a field trip to other libraries to generate ideas. The suggestion was favorably received.

Another suggestion was made to do a needs assessment for the current library and the new library. North Logan City recently did a survey on the new library and community center building. We could look at that and then do a needs assessment if deemed necessary.

Alice also asked about the by-laws on service term. She is serving as president and would leave the board next year as her two terms are up. The board had

nominated Christie Hansen as President Elect but Christie's circumstances have changed, and she will be unable to serve as chair. Alice would like to serve another year as board president/chair during the new director transition and the start of the new library building. We need to make a motion to change the by-laws if we want that to happen.

BUDGET: Cheryl Fullmer

Cheryl has reviewed the budget and expenditures page by page. There was nothing that stood out except the UEN yearly payment for internet under the telephone expenditure. She will look at that and see if an adjustment needs to be made to that line item.

Cheryl gave Kristen Andersen a copy of the Thorne Endowment amendment. It is now a legally binding document and will need to be adhered to. The Friends of the North Logan Library would like more transparency from North Logan City in Thorne Expenditures. The board reiterated the need for a positive and healthy relationship with the Friends to work together for the best outcome for the library.

Alice attended the last city council meeting. The city presented an audit and showed the loss of \$135,000 due to one employee.

DIRECTOR'S REPORT: Judi Porte

The library is buying shelving from the USU Institute and will put the fiction on the new shelving to encourage browsing.

Hot Spots for check out are no longer available as not enough different families were checking them out.

Judi would like to rewrite the policy on check out of State Parks Passes to encourage use by more and different families. Christie made a motion to make a policy change regarding State Parks and asked Judi to write up a preliminary policy change and send it to the board, so it can be approved in the next board meeting. Jenny seconded the motion. Motion approved.

OTHER BUSINESS: Interviews for the new director will be held on Friday. All those willing and able to attend interviews are encouraged. A list of questions for the

interviews was passed out. Please review before interviews and make suggestions as needed.

Jenny has attended the aerobics class at the new RSL building. The attendees are very happy with the change as classes are very affordable and the area excellent for classes and children to play during classes. It was the right move to discontinue classes at the library.

FRIENDS REPORT: Lyndsey Peterson

There has not been a Thorne distribution as the Friends are waiting for a city budget proposal from the city. Lyndsey is meeting with the city this week to make sure the Friends are not the reason for the distribution holdup. Christie asked when the Friends received the check from the Thorne Endowment. Lyndsey responded the check was received in June of 2017.

The Friends have elected officers. A "Night of reading in the bathtub" is planned. Authors and Illustrators evenings continue with author Greg Luke on February 23, 2018. The Friends are hoping to keep up other community events such as the Yard Sale and Bike Rodeo.

The Friends are asking the city for a preliminary budget, and end report with accountability and transparency.

Meeting adjourned

Next meeting: February 12, 2018, 1:00 pm in meeting room.

Minutes submitted by Cristal Robbins