

**Friends of the Logan Library  
2018 July Board Meeting  
Old Juniper Room, Logan Public Library  
7:03 pm, Wednesday, July 18  
MINUTES**

**This is a summary of the minutes, that were recorded by the secretary, and transcribed with highlights and key votes noted. A full account of the minutes will be placed in the archives at a future date. (notes by Sally and Gail Hanson)**

Welcome and introductions

Brad Armstrong (President), Sally Bishop (Vice President), Gail Hanson (Treasurer), Joseph Anderson (Logan Library Assistant Director)

Approval of agenda

Gail makes a motion to approve, Sally seconded. All agree.

Approval of March meeting minutes

Gail makes a motion to approve meeting minutes as amended via email, Sally seconded. All agree.

Report: Treasurer

Presentation by Gail Hanson

Account FoLL balance is \$10,996.40 based on a March balance of \$9,084.24 plus \$195 in membership fees, \$1558.40 from the book sale, and the transfer of the now-closed Storytelling Festival account of \$158.76. No withdrawals.

Gail makes a motion to approve Treasurer's Report, Sally seconded. All agree.

Report: Membership

Report by Brad Armstrong and Gail Hanson for Membership Manager Sheldon Miller  
33 new, 6 renewals, total of 74?.

Report: Library

Presentation by Joseph Anderson

1. A. They are on the last box of book bags. Gave out almost 1000 bags over 4-5 months. (200-250/month). At library staff circulation desk meeting, talked about strategies to help people to remember to bring reusable bags next time (e.g. "keep books in bag" etc). Gail: it gets the FoLL logo out. Suggests 1000 more and evaluate at end of summer, as summer is busiest time of year. Brad, can we track how they go out? Joseph: how would you use that data? 100/box. I can report boxes used at our meetings. Sally: make bags a summer event? Humans are forgetful. Monitoring/reminding might not have much effect on folks remembering to bring them. Brad: incentivize--if you bring your FoLL bag to the book sale, you can fill it for \$4. That would keep the idea of the bag closer to the front of people's minds. Joseph: would people come into library to ask for bag, just to use at book sale? Gail:

- mention it only in email to patrons? Brad: let's continue discussion via email. Gail moves we buy 1000 bags for up to \$1200, Sally seconded. All agree. B. Library is ready for the \$1000 check for new books, as discussed in May meeting. Check given to Joseph.
2. Library-wide events.
    - A. Summer reading events on-going.
    - B. Crafting Conference in 10 days. Gail can volunteer. Sally follow up via email with FoLL member who offered to volunteer. Set up will probably start at 9 am. Then after first panel discussion, there will be some rearranging.
    - C. Next Library board meeting: Aug 20, 5:30 pm.
  3. Staff Changes: Sherrie Mortensen left.
  4. New Building: City not pursuing V1 site, reconsidering Emporium, per HJ article.

#### Old Business: Table Skirt

Logos are ready to be taken to Badger and ordered. Can we get them before the Crafter's Conference? Probably not, and not needed. Won't be using at County Fair, because the library will be representing City of Logan. Next uses would be Hispanic Festival, Pride Festival. There's time enough. Official library events are all listed on the Library Events webpage. FoLL logo does NOT have the word "Logan" on it. Brad is acquainted with some designers, he will approach them.

#### Old Business: Social media presence

Sally does not have a volunteer to assist. Posts occasionally on facebook. Call out again to our email list for volunteers, since we have 30+ new members.

#### New Business: National Friends

Brad: will pursue October be proclaimed Friends of Logan Library month. Brad will talk to Karen and Library board; Karen and Library board would submit suggestion to the Mayor. It would be a city proclamation. ALA outlines procedure. National Friends of Library week is October 21-27, 2018. Perhaps plan an important speaker event. Gail: "The library is a really cheap date". Her grandfather helped her get first card at age 4, perhaps sponsor an inter-generational event. Brad: Monday night movies in October sponsored by FoLL, offer more than popcorn? Have the FoLL name attached to some October events. Book sale will be first week of October. Be thinking about ways to celebrate Friends sometime that month.

#### New Business: Calendar

Book store: if we have enough people to help Monday night, tentative Mondays 1-5pm, unless a holiday, request 2 hour shifts, even if a volunteer is willing to do a 4 hour shift. Brad requesting approval for up to \$200 for improvements to Bookstore. Additional small bookshelf, additional cashbox, etc. Gail makes a motion. Sally seconds. All agree. Joseph re: cashbox. There is a locker in staff room dedicated to Friends, with a padlock (or buy a new one). Brad hoping to open bookstore the first Monday in August, and run weekly from March – September. Gail: perhaps once a month evening, 4:30-8:30, not Monday. Joseph likes the idea of the room be stock and transactions taking place in foyer. FoLL needs to buy a folding table for that purpose. Instruct volunteer to not leave

cash box unattended. There was a binder prepared by previous FoLL board on bookstore procedures. Find and review that. Joseph: do we require patrons to leave backpacks outside? Consensus that it probably isn't important. Re: Monday holidays, like Columbus Day, open Tuesday instead? Brad will review calendar. Sally: do we need basic office supplies, like Sharpies, for Monday's organization? That day will be more physical labor than fine-tuning. Purchase water for volunteers with the \$200

#### New Business: Goals

Brad: proposes meet at 6:30 on August 15, 1 hour for normal business, then next hour on goals. Joseph will change room reservation.

#### Open forum

Sally: applied for Library position, and has been searching for willing replacement, if she is offered the position. Do we need to have general membership election? Brad will try to get in touch with Chad.

Brad: Robert Schmidt – there is a demand for children's books in Little Free Libraries. Proposes we partner with little free library managers to have access to our for-sale books for their LFLs. Can put FoLL brochures/bookmarks in donated books. Sally: stickers that say "donated to LFL by FoLL?" Brad: sticker on outside, Gail: in case of discarded library book, over barcode. Unregistered LFL, once verified by a FoLL board member, can participate as well. Joseph: the quality of books is not great. Does it fit with the FoLL and LL mission statements? Let's check and think on it. Joseph: if we donate the bulk of our children's books for sale, we may lose a demographic at our book sales. Perhaps set up a community funnel for children's book donations to come to FoLL for the LFLs.

Brad: FoLL swag (pens, notepads, stickers for books or LFLs), we need to source those options. LL uses various sources. Let's bring ideas to the next meeting. FoLL could contribute logo'd gifts to the adult reading program gift drawer (10 are given every 3 months). FoLL logo does NOT have the word "Logan" on it. Brad is acquainted with some designers, he will approach them.

Brad: the Golden Spike 150 grant. Darrin Smith said to talk to Hyrum Museum director. Deadline is 2 weeks from today. Might not happen. Alternatively, would creating a poster to display in LL during the month of the anniversary next year be true to our mission? (since utilizing the grant would have brought county libraries together, and creating a poster for Logan Library does not.)

#### Adjourn

Sally moved that we adjourn. Gail seconded. All agree.

**8:39 p.m. July 18, 2018**