

LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
MONDAY, 18 OCTOBER 2021
5:30 PM

(Recordings of library board meetings are a public record and can be found at <https://www.utah.gov/pmn/index.html>)

MEMBERS PRESENT: JaDene Denniston, Sheri Haderlie, Zinthia Cornejo, David Welch, John Zsiray (Google Meet), Julene Butler (Google Meet)

MEMBERS EXCUSED: Mark Anderson - City Council

MEMBERS ABSENT:

LIBRARY STAFF: Karen Clark, Joseph Anderson, Robby Linton, Brad Armstrong

VISITORS: Katie Chapman - Friends of the Library (Google Meet)

BUSINESS:

- The meeting was conducted by JaDene; roll call was conducted by Robby; the minutes for September were reviewed and approved.
- Karen reported that the patron exit count is up and online visits are lower than last year. Karen also reported that physical circulation is okay. Karen mentioned she would like to make the library databases more visible. Karen reported that story time programming has great attendance and that teen and tween programs are picking up with programs such as Teen Book Club, Tween Chess Club and Zombie Nerf Nights. Karen also reported that we will be purchasing new canopies for the library and that the previous canopy the library owned was damaged.
- Karen reported that we finished the reporting on the LSTA Digital Grant and that we finished scanning all of the microfilm. Karen mentioned that Debbie is currently auditing and reviewing the microfilm. Karen also reported that money from the CLEF Grant was spent and the final report was done.
- Karen reported that the teen/tween Zombie Nerf Nights events are coming up along with the Halloween Carnival scheduled for Friday, October 29th from 3:30-5:30. Karen reported that she attended the annual library directors statewide meeting in Park City.
- Katie Chapman reported for the Friends of the Library. Katie reported that during the last booksale they had a member of the Friends of the Library board there during the members only timeframe to get to know the Friends of the Library members attending the booksale. Katie also reported they would like to invite any individuals to their next meeting who may be interested in being more involved with the Friends of the Library. Katie also reported that the next booksale will be begin the first weekend of November and go through the two weeks following. She mentioned this will be the last booksale before the library closes in December.
- JaDene reported on community feedback and that she had spoken with a patron who was concerned that the library will be closing. Karen mentioned that she will be sending an email out to library card holders letting them know what services the library will be providing while it is moved into the Service Center. She also mentioned information about library services will continue to be posted on social media as well. Zinthia Cornejo offered to help translate information being distributed into Spanish.

- Karen reported that we will need a new library board member in January 2022 because JaDene's second term expires that month. JaDene mentioned we will also need someone to step up as Board Chair.
- Karen reported the library budget is doing fine and that we are not currently making a lot of purchases. Karen also reported the library is using grant money that needs to be spent.
- Karen reported on fundraising for the library. She gave the fundraising brochure to Mayor Daines and received feedback from her that some changes need to be made.
- Karen reported on the design plan for the new library and mentioned she would show carpet samples and color palette ideas to the board after the meeting adjourned to get opinions.
- Karen reported on the library moving plans and mentioned the timeline had been updated. She reported that individuals from FamilySearch boxed up items from the Everton Collection and plan to move those boxes and other items from the basement out of the library where they will either be digitized and/or distributed to particular collections. Karen reported that weeding was completed in the children's collection of the library and adult fiction and adult nonfiction are in process. She mentioned we've cut down the collection by around 7,000 to 8,000 items. Karen also reported that the library will shut down the request module by the first of November so we can get all of the interlibrary loan and purchase requests out by Friday, December 3rd when the library will close. Karen reported that we will encourage patrons to check out items before the library closes and those items will stay checked out until we reopen.
- Julene Butler reported on the strategic plan, mission statement and vision/values statements. Julene mentioned she had done research on what is included in a strategic plan for a public library. Another topic Julene mentioned she has researched is the difference between mission, vision and values. Julene discussed the fundamental elements of a strategic plan are created early on, then can be altered as we move into another phase and future goals and objectives can be added as we move forward. Julene mentioned that she feels the library staff needs to be involved as much as possible, whether it be during or after the refinement of the draft of the strategic plan, missions statement and vision/values statements. Karen mentioned she would like to move these things into separate columns on the draft for the temporary location and the new library. Karen also mentioned she would like to work on the library policies and update them as needed while the library is located at the Service Center.
- Karen reported that she will be sending out an email blast to patrons which will include a timeline of events for the library through the summer of 2023.
- Zynthia asked if information could be sent out to patrons who are unaware of the library's services. Karen mentioned our outreach librarian specializes in promoting the services the library provides. Karen also mentioned the library website needs to be updated with more information on library services.
- The meeting adjourned at 6:30 PM. The next meeting is scheduled for November 15th, 2021 at 5:30 PM.