

# North Logan Library Board Meeting

June 20, 2024

6:30 PM at the North Logan City Library

## **Those in attendance:**

Cathy Larsen, Trent Bateman (Library Director), Emily Schmidt (City Council Rep), Chelsea Kartner (Cache County Library Board Rep), Jenn Albrecht, Liz Carr, Emily Wheeler, Kate Ballard, Andrea Wachob

## **Good news minute:**

The summer reading kick-off party went very well with high attendance. The feedback was that the location was great and provided shade and a breeze while giving ample space for all the activities and food trucks. There was a suggestion about possibly adding a map for future years to note locations of all the activities.

The by-laws that were submitted to the city were approved.

The recent story hike event was featured in the Herald Journal.

## **Minutes:**

May minutes were moved to be approved by Liz; Emily seconded, all approved unanimously.

## **Cache County Library Board:**

Chelsea brought to the board the idea of a county wide library system. She desired to know North Logan's level of interest in such a system and what roadblocks might exist for the city. The general response from the board was that there was some interest in looking into the idea and seeing what it would look like and how it would impact North Logan. The potential roadblocks mentioned were:

1- Cost. How much would a program like this cost and how would it be funded? There is concern with how it would be accepted by residents if there were a tax increase.

2- Effect on current funding. North Logan City Library receives revenue from the city/tax payer and donors/endowments. There is concern on how this program would affect our donor funding and whether that would stay in place.

3- Management. Who would run and manage the program? North Logan has a very strong sense of community and does not want to lose that. They also do not want to lose autonomy and decision making on their programs and events.

Further discussion on the topic mentioned the basis of the program was to bring resources to the smaller surrounding communities of Cache Valley. The initial portion of the program would involve electronic resources. Chelsea mentioned that there would be a proposed county tax to fund the program. There was discussion on the current costs at varying libraries for non resident card holders. Non-resident cost at North Logan City Library is \$90. Non-resident cost at Logan City Library is \$163.

## **City Council Report:**

The new city offices are open and very positively received. The new library building has an estimated ground breaking of July or August. There will not be an official groundbreaking ceremony. It is hoped to be finished late Spring of 2026.

## **Directors Report:**

Trent presented a yearly financial review; the final revenue goal and the library fine goal were met. Utility costs were higher than planned, but that was expected given the construction. Everything else was on target.

Trent reported on the presentation with the Thorne Endowment. He showed the library's year to year growth; including the increased numbers of total checkouts, activities/attendance/, and electronic resources (this had the highest growth). There was specific mention of the recent

Scales and Tails activity attendance and the Teen Harry Potter party attendance being very high. They discussed new programs being added and the increase in demand for electronic resources. There was discussion of potential additional funding to aid in this demand. The question was posed on how the funds for electronic resources are spent, and the answer was that it is used towards the books with the most holds on Libby or the Beehive Consortium.

Trent reported that he is wrapping up the current grants. The last of those are being used for the maker space.

Trent reported that the library has unofficially been denied re-certification because our "maintenance of effort" - the ratio of tax revenue to other revenue is not inline with what the state requires. The state requires that a specific percentage of your total revenue has to come from taxes (65/35) to prevent cities from using library taxes/funding on non-library related expenses. In our case donations from the Thorne endowment and other patrons skew the ratio the wrong way - thereby penalizing us for having private donors. Trent is drafting a letter showing our annual city budget increases, which Alan Luce will sign, which will give us an exemption for the year. This letter will need to be written each year, for a maximum of 3 years. We are working on a long term solution. There was discussion on reaching out to state representatives. Also discussion as to why this did not come up earlier. There is also hope that as city contributions increase, the numbers will get closer to the ratio required, since we are currently at 34.5%.

**Strategic and Technology Plan/Computer Use/Internet and Online Access Policy:** The board reviewed the updated strategic plan. It was noted that the plan includes a patron survey in the future. It was suggested to do this at a later time to get resident input for the new library. Emily motioned to accept the plan; Jenn seconded; approved unanimously.

The board reviewed the technology plan. There was discussion regarding the gaming computer space and policy. Items discussed were age of patrons, online game access, chat features and consent policy. Possible solutions were to show a card, have a login, parental signed consent, remove online games/chat and to remove the gaming center. It currently shares a space with the maker space. It was also suggested to replace it with family history computers. There was consensus to revisit this in the future when the new library spaces are being planned and the current old computers are being looked at needing to be replaced. There was also discussion regarding website maintenance. Trent is currently looking for someone who can update this and create a better interface. There was a suggestion to add a list of rentable items. There are some less known such as radon detectors and telescopes.

Jenn moved to approve the tech plan; Kate seconded; unanimously approved.

#### **Board Position Elections:**

Kate nominated Jenn as chair; Emily seconded; passed unanimously.

Kate nominated Andrea as vice chair; Emily seconded; passed unanimously. Emily motioned to retain current positions of Joanne as treasurer and Liz as secretary; Jenn seconded, passed unanimously.

#### **Closed Meeting - Directors Evaluation:**

Jenn motioned to move to a closed meeting to discuss the character, competency, and/or health of an individual ; Andrea seconded; passed unanimously.

#### **Return to Open Meeting**

The board discussed the results of the anonymous survey given to the staff, which asked about the general health of the library and their interactions with the director. It was noted that the comments were all positive. We will review them again at the next meeting after more staff members have had a chance to respond. Care will need to be taken that they remain anonymous.

The board then discussed the Directors Evaluation that was reviewed in the closed meeting, and voted to approve the letter written and send it on to the city to become public record. Emily motioned to approve the Letter from the Board; Jenn seconded; all approved unanimously.

**Motion to Dismiss:**

Cathy motioned to end the meeting; Emily seconded; meeting dismissed.

**Next Meeting:**

The next meeting will be held August 8 at 6:30 pm.