

## **North Logan Library Board Meeting**

March 13, 2025

Those in attendance: Janean Huppi, JoAnn DeLange, Kate Ballard, Liz Carr, Cathy Larsen, Andrea Wachob, Trent Bateman (Library Director), Emily Schmidt (City Council Member), Emily Wheeler (North Logan citizen)

Board Members not in attendance: Jenn Albrecht

### **Good News Minute:**

Janean mentioned the puppets the Logan Library has puppets and thought something like that might be nice for our library as well. However, she found out that Logan library never cleans the puppets, something which would need to be addressed if the North Logan Library decides to add those to their children's offerings.

The Jane Austen Ball was a bit hit. People really enjoyed it and the board members who attended had a wonderful time. Possibly make it more expensive next year as this year we had over 14 people on the wait list. Possibly charge different rates depending on where people sit or if they have a North Logan library card they get a better rate than others. Emily mentioned the city is looking into getting a cash app, which would make payments for fundraising activities like the ball much more streamlined. Janean spoke with a library employee who said her day was better once she got to work. The library seems to be a lovely place to work with employees who enjoy where they are and what they are doing.

### **Minutes:**

February minutes were moved to be approved by Liz; Cathy seconded, all approved unanimously.

### **Computer Use/Internet and Online Policy:**

The board discussed suggested changes to the policy. Liz motioned to accept the updates to the policy; JoAnn seconded, all approved unanimously.

### **Director's Report:**

Pictures of the new building shown, by Trent. The addition to the library is not on schedule. The builder is not giving an expected completion date.

The library will be out of commission for 3-4 weeks once the addition is complete, while the materials are moved from the old portion of the library to the new portion. The older portion will then be remodeled. The city public works department will be able to move all the books/shelves/materials if it is not during their busy season. The library is also looking into community involvement to help with the move. However, there are logistical aspects such as keeping materials in the correct order that make the public helping a challenge.

The library has been using Sign Up Genius as the venue for people to sign up for events. However, many people sign up on the first day the event calendar is open and then don't show up to the event without letting the library know. This is becoming a big problem as there are people on the wait list who would like to go, but can't since no spots are open. The library could possibly offer the event for free, but if someone has signed up for the event and is a no show then charge the person a nominal fee. Patrons would only need to give 24-hour notice if they aren't going to make it to an event. Sign Up Genius sends reminder emails before events.

Trent is meeting with DeLoy on April 7 for a discussion of funding and Friends money.

Trent is presenting the annual library budget to the city council on March 19 at 6:30pm. Board members are encouraged to attend if possible.

**Budget Report:**

Trent shared the budget he was planning to present at the city council meeting. All looked good.

The library had a page quit a while ago and hasn't had to replace them, because the work is still getting done. The front desk staff is able to shelve books, plus the library has about two unpaid volunteers per day.

After the addition is finished, the library will still have to have a storage shed. The price of the storage unit has gone up and they are looking into other options for storage. The library stores items used for the Summer Reading Program, Harry Potter Party, Jane Austen Ball, etc. things they don't want to rebuy, but also items that aren't used all year.

The Collections budget is staying the same next year despite inflation. Because the library is no longer having to purchase multiple copies of DVDs, they are able to use the money for other parts of the collection.

The money made from the Facility Rental, once the new portion of the library is complete, will go to the library. Details for this aspect are still being worked out. Possibly have the addition available for rent Friday thru Sunday.

**Next Meeting:**

The next board meeting will be on April 10 at 5:30 and will include training from the state library.

Cathy motioned to adjourn; Liz seconded.