LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
MONDAY, 28 APRIL 2025
5:30 PM

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

MEMBERS PRESENT: John Zsiray, David Welch, Frank Stewart, Annie Waddoups

MEMBERS EXCUSED: Chelsea Bitner, Amy Anderson (City Council)

MEMBERS ABSENT: Christopher Scheer

LIBRARY STAFF: Michael Sauers, Joseph Anderson, Morgan Capitan

VISITORS: Ernesto López (City Council), Mayor Holly Daines, Frank Ascione (Friends of the Library)

BUSINESS:

- The meeting was conducted by John; roll call was conducted by Morgan; the minutes for March were reviewed and approved.
- Michael thanked the Board and said he was enjoying his time at the Library so far. The Board members introduced themselves.
- Morgan Capitan presented the Board with a thank you card from Library staff.
- Michael presented the March Monthly Statistical Report and asked the Board if they would like to keep receiving the same data currently provided on the monthly statistical reports, and whether they would like to see some that aren't there added or less useful statistics removed. The Board expressed interest in his ideas for potential changes to the stats reporting, and suggested sharing a quick summary of the stats with the public on social media and in Board packets. Ernesto asked if the Library could track which events draw more people to the meeting rooms, and Annie asked if the Library could track what types of marketing bring more or fewer people to the Library.
- The Library has received a CLEF grant from the state for $11,050. With the funds, the Library has purchased two new AWE learning stations for the children's area, including one bilingual learning station; three new telescopes; a new multi-color 3D printer, and a 20 character braille display for use with the public computers. The new equipment should arrive in the coming weeks to be added to the catalog and made available for use.
- Michael asked the Board if they'd like to continue receiving the budget PDFs that were included in this month's packet, and the Board expressed interest in continuing to receive them. Michael and Mayor Daines answered questions from the Board about what budget categories are designated for various kinds of expenses, and which funds can roll over to the next fiscal year if unused.
- With the warmer weather, the terraces have been opened for public use, and many of the broken chairs have been replaced under warranty. The Board discussed what might be causing so many of the chairs to break, and that it might be necessary to replace them with different models.
- Michael has been in frequent contact with GenComm about the building's AV Systems. A couple of weeks ago, a tech came out to do some work on them, and after that it got worse. The management team made the decision to stop offering AV systems to the public when they reserve rooms, and Michael reached out to them about fixing the problem. They sent another tech out, and the AV system is being worked on today. John asked if patrons had provided feedback on the changes, and Michael

said it was recent enough that they hadn't had a lot of feedback, but that patrons had been gracious for the most part. Mayor Daines asked about going through the contract and seeing what, if any recourse there is, and potentially getting the city attorney involved if need be.

- A new page has been hired, and the Library is now fully staffed with 28 employees.
- The Library has reintroduced on-shelf holds, starting with allowing a maximum of 10 on-shelf holds at any given time. John asked if that was a manageable amount for staff, and Michael said he hadn't heard any complaints from staff about the workload. The Board discussed the possibility of raising that maximum in the future, depending on how it looks in a few months.
- The Library has quietly begun accepting donations again. Staff are directed to forward all questions about donations to Jenny Astel, who will ask the donor about the number, types, and conditions of materials to determin whether they can be accepted and sold.
- Michael updated the Board about the Makerspace. The Library is looking to get booking software soon, and once the software is available it can be used to reserve both meeting rooms and equipment in the makerspace, as well as tracking stats for room and equipment usage. Once staff have been trained on the equipment and the reservation software, they will be able to open the Makerspace. The Board discussed some options for equipment policies, waivers, and Makerspace programming.
- Michael reported that the WAB Warming Center had reached out to him about setting up a table in the library foyer on Tuesday afternoons with a caseworker, who can offer supplies and check in with clients. Other ways the Library interacts with unhoused patrons were discussed.
- As part of the process of clarifying staff practices and policies, Michael asked the Board for input on whether Board members and their immediate families could be elligible for Library program prizes. Annie suggested a differentiation between completion prizes like those for the summer reading programs, and chance based prizes like those given away in drawings. The Board agreed that it was reasonable for their families to be elligible for completion prizes but excluded from chance based prizes.
- The Library will be closed on Saturday, July 5, 2025, since the day before is a holiday.
- Utah SB 158 has been signed into law, and requires background checks and training for all staff and volunteers of youth services organizations. The City of Logan has interpreted that to include the Library as a youth services organization, and all staff must submit to background checks and complete the required training by May 1. The Board discussed the implications of the Library being considered a youth services organization for partner groups that host monthly programs, such as the Garden Club, the Cache Valley Historical Society, Helicon West and others, even though those events may not be geared specifically toward children. The pros and cons of everal options for compliance with Utah Code 80–8 were discussed, including severing partnerships with these organizations until volunteers can complete background checks or restricting those activities to adults only. David suggested posting on social media about the hardship the new law is putting on the library, and Ernesto suggested reaching out to state legislators to explain it to them. The Board offered their support in reaching out to legislators, signing letters from staff, or other advocacy the Library may need.
- Ernesto reported for City Council. Elections for Mayor and for two City Council seats will be held this year. At the most recent meeting, there was some fallout from the decision to go forward with the new power station that had previously been rejected, and the expected funds for the Community Development Block Grant were allocated to several planned projects across the community. The Drinking Water Capital Improvement Master Plan was approved, and it was noted that over the last 20 years, per capita water consumption has been reduced by nearly 50% due to previous improvements.
- Frank Ascione reported on the March annual meeting of the Friends of the Library. They elected Steven Taylor as treasurer, Robert Brunn as vice president, and Brelle Christensen as secretary. The recent screening of Banned Together was funded by a donation of $2,500 from a lifelong Friends member, and the event was well attended. An event with magician, Richard Hatch will be scheduled in May, and

Frank Ascione asked Board members to participate in more of these events with the Friends.

- Ernesto mentioned that Cinco de Mayo will be held May 3 at the county fair grounds, and the Latino heritage festival will be held in September.
- John mentioned that he had heard positive feedback from the community about reintroducing on-shelf holds.
- As a training exercies, John asked Board members to write five words to describe the library, or that community members might use to decsribe the library, and they discussed them as a group. From this exercise, John asked Board members and staff to think about ways to build upon the positive experiences and what can be changed to improve the negative experiences. He also asked the Library to invite feedback from the public.
- The Policy for Community Collaboration was discussed, and the Board expressed general approval of the policy as presented. Annie suggested adding in language about the new state law and background checks once there is clarification from the state and the city. John motioned to have a second reading of the policy in June, so those clarifications can be added in. Michael added that there were other policies that could be discussed in the meantime and suggested setting a regular schedule for reviewing policies, once the outstanding policies have been updated and approved. The Material Review Policy and the Interlibrary Loan Policy were specifically mentioned, and John asked that they be added to next month's agenda. David motioned to wait to approve the Policy for Community Collaboration until the updates for Utah Code 80–8 have been added to the policy. It was voted upon and approved.
- John asked the Board to discuss the Interlocal Cooperation Agreement for Cooperative Borrowing, since it was included in the Board packet. It was not on the agenda, so it could not be voted upon. It needs to be sent through the legal department for review, signed by the mayor and a representative from the Board, and approved by the Board. It will be an action item on the agenda for next month's Board meeting.
- Michael mentioned that he had some ideas for future Board training, including tours of the Makerspace.
- David motioned to adjourn the meeting. It was voted upon and approved. The public meeting adjourned at 7:35 PM.