

## LOGAN LIBRARY

### REGULAR BOARD MEETING MINUTES

MONDAY, 21 JULY 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, Chelsea Bitner, Frank Stewart, Annie Waddoups

**MEMBERS EXCUSED:** Christopher Scheer, Amy Anderson (City Council)

**MEMBERS ABSENT:**

**LIBRARY STAFF:** Michael Sauers, Joseph Anderson, Morgan Capitan, Moni Edwards, Debbie Ogilvie

**VISITORS:** Ernesto López (City Council), Frank Ascione (Friends of the Library)

#### BUSINESS:

- The meeting was conducted by John; roll call was conducted by Morgan; the minutes for June were reviewed and approved.
- Michael discussed the statistical report for June and the year end report. The year-end report for fiscal year 2025 is being prepared, and will be presented at next month's meeting, as well as the Hoopla stats that the Board asked for at last month's meeting.
- The Library has received the LSTA grant from the state library. Funds from this grant will be used to replace some label printers and receipt printers. John asked if there were other grants that had been applied for that the Library hadn't heard back about yet, and Michael and Debbie confirmed that they were all caught up on grant applications and documentation.
- Michael discussed the budget. It's early in the fiscal year, so not as much money has been spent so far. The final numbers for the fiscal year 2025 budget were also presented. The report states that the budget was only 75% utilized, however, this is because \$400,000 of it is in the reserve fund and intended to repay the loan from the electric fund. The budget for fiscal year 2026 has increased, and there will be a Truth in Taxation hearing before the budget increase is final. John asked if there was a spot in the budget report where they're tracking the electric fund loan payback, and Michael said he would look into it.
- Michael updated the Board on the status of the building. After a meeting with the contractors and representatives for the City, some progress has been made with the HVAC system. A temporary fix is in place which seems to be working to keep the indoor temperature down. The AV systems are almost completely fixed. Technicians replaced the server, some specialized switches in the floor, and fixed some software issues. Staff still are not able to use the paging system, and the prerecorded messages can't be changed, so Michael has not signed off on the project. Technicians are expected to work on those issues next week. Most of the broken chairs have been fixed or replaced, and those that haven't will be. There is also a broken window on the west side of the building at ground level. A replacement has been ordered and should arrive in 4-6 weeks. The warranty period and insurance for the building were briefly discussed.
- Michael explained the raises offered to employees for fiscal year 2026. Full-time employees were given \$1.25 per hour by the City, and part-time employees were given 3% at Michael's discretion plus an

additional \$2.00 per hour. Michael looked around at equivalent positions' pay around the valley to determine the rates. The new base pay for pages was raised to \$11 per hour and to \$13 per hour for Library Customer Assistants.

- Moni showed the Board around the Makerspace, and the Board asked about the policies and procedures for using it. Equipment is booked individually, so multiple people can be in the Makerspace working on various projects at the same time. There will not be a librarian in the Makerspace supervising equipment use, but patrons are required to sign a waiver before using any equipment, and instructions and safety equipment are present in the room. Instructions and the waiver will be available in English and in Spanish. Ernesto encouraged the Library to train staff on the use of the fire extinguisher regularly, and John asked if an eye wash station would be necessary. When patrons are finished using the equipment, they will pay for materials used, such as filament, thread and stabilizer, and vinyl. Cytiva, the company that donated to help fund the Makerspace has reached out to the Library about teaching classes for the public, and they also plan to have an open house for their employees in the future. Chelsea asked about how the Library plans to announce that the Makerspace is open, and Michael explained those plans. Moni explained how she plans to maintain the equipment, and Frank Stewart asked if board members would be allowed to attend the open house for Cytiva.
- Ernesto reported for City Council. The County is conducting a feasibility study for a new recreation center, and there have been a lot of responses. A Truth in Taxation hearing is scheduled for August 7 at 6 PM in the City Council chamber. Among the things to be discussed at the hearing is a 3% property tax increase for the Library. The City Council requested a feasibility study for a large solar project within city limits of at least 50 MW. The recommendation after the study was instead to build up several smaller projects adding up to 50 MW, because the larger project would require the City to build a substation as well. That isn't impossible and may be necessary in the future. John asked about the Library's solar panels and Michael shared how much power they had generated that day and the total amount generated over time. The City has also applied for funding for road improvements at 200 East near the border with North Logan and at 400 North from 600 West to 1000 West. David asked about the Fines and Fees document, and Michael said it had been approved and was an action item for the Board tonight.
- Frank Ascione reported that the magic show had been a success, with over 200 people in attendance, and that Richard Hatch had performed pro bono, which they are grateful for. The Friends will be drafting a letter to the library director asking permission to run the holiday train again this year. Pending the director's approval, they will be reaching out to last year's donors for help funding backup engines for the trains. John complemented the Friends for the magic show, and suggested finding a way to project future presentations to the screens in the back and even potentially to overflow in other rooms.
- The Board discussed the Fines and Fees table. The only change from last month is adding "Commercial Use" in the Meeting Rooms section, to clarify that those fees only apply to meeting rooms reserved for commercial use. The document was unanimously approved by City Council at the last meeting. One member of the public was concerned that the fines for DVDs were too low, and beyond that there was no other feedback. Frank Ascione suggested clarification on what "missing piece" meant. Ernesto asked how the filament charges worked for the 3d printers, and Michael explained that staff would weigh the filament spools before and after the print jobs and charge accordingly. David moved to approve the Fines and Fees document. It was voted upon and approved.
- The Board discussed the Meeting Room Policy. The only changes from last month are some minor grammatical changes. Chelsea moved to approve the policy. It was voted upon and approved.
- The Board discussed feedback they had received from the public. A patron shared with a staff member that they thought the three year renewal period for library cards was too short. Annie had someone express appreciation for the meeting rooms. David had a colleague express appreciation for the meeting

rooms as well.

- John is planning to have a training exercise for the Board next month. In relation to the training they've been doing in the past few months, Frank Stewart wrote a letter to the editor in the Herald Journal sharing his good experiences with the Library, and David said he plans to wear the new board member nametag in public more often to encourage conversation about the Library.
- Frank Stewart asked if Michael has done a radio interview yet, and suggested that he reach out to Jason Williams to talk about the Makerspace. Ernesto suggested reaching out to Cache Refugee and Immigrant Connection to have a Makerspace activity in partnership with them.
- David moved to adjourn the meeting. It was voted upon and approved. The public meeting adjourned at 6:55 PM.