

LOGAN LIBRARY
REGULAR BOARD MEETING MINUTES
MONDAY, 18 AUGUST 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, Annie Waddoups, Christopher Scheer, Amy Anderson (City Council)

MEMBERS EXCUSED: Chelsea Bitner, Frank Stewart

MEMBERS ABSENT:

LIBRARY STAFF: Michael Sauers, Joseph Anderson, Morgan Capitan

VISITORS: Frank Ascione (Friends of the Library)

BUSINESS:

- The meeting was conducted by John; roll call was conducted by Morgan; the minutes for July were reviewed and approved.
- Michael began the director's report. There was nothing of note about the statistics for this month. He is still getting used to what consistent statistics look like for the Library. He ran a report for the makerspace, and since it opened, it's been booked for 60.5 hours. There are some regular users already. John asked if there had been any issues, and Michael said there weren't any he had been aware of.
- The contract for the Lender Support Grant to cover the cost of Interlibrary Loan has been received. This year the amount awarded is \$8,146.25 which is significantly more than last year. Michael said the grant money can be used toward paying part of the cost for OCLC if it isn't fully utilized through other qualifying ILL expenses. Joseph asked Michael to explain what OCLC is, and he provided the Board with a brief explanation.
- Annie asked which budget category OCLC comes out of, and Michael explained that it came out of the Maintenance (Electronic) budget, which covers several digital subscriptions. Because the Library recently paid for annual renewals for OCLC and OverDrive, that Maintenance (Electronic) budget is 45% utilized despite it being so early in the fiscal year.
- In the building, the HVAC work is now done. There will be a certification process before the end of the month, and once that is done and the contract is signed, the HVAC system will enter its warranty period. A stress test was performed a week and a half ago, and the system worked as it should. John asked if the certification process would affect patrons in the building by turning the system on and off. Joseph said there could be a little variation in the temperature in the building, but it should just be on one day. The audio/visual systems are down to just a handful of issues, but since they aren't yet fixed, Michael has not yet signed the contract. There are only a few more broken chairs, and they're just waiting for replacements. There is a leak in the teen area again. Facilities is aware of it, and it's being worked on. Mike Miller told Michael that the planter shouldn't be leaking, that the issue would be fixed, and that next year he can make some changes with the planters and waterflow to help prevent it.
- One of the Library's Pages recently left for a job at the library in Vernal. After talking with the management team, it was decided that the Page position would be replaced with a Library Customer Assistant. The position was listed for 10 days and the Library received 328 applications. Amy asked if they were using AI to help sort through the applications, and Michael said they were just using a low

threshold to exclude applicants.

- The Library recently worked with USU Extension to train staff on administering Naloxone, and there is now Naloxone at all of the service desks should the need arise.
- The Library will be closed September 19 for a day of staff training. The management team will be going on a day long retreat on October 17.
- Author Craig Johnson is hosting an event on October 10. The Library will be heavily promoting the event, and hopes to get a lot of people. They are also exploring ways to broadcast the event to other rooms or locations.
- Over the weekend someone came in and destroyed two books. There is video footage of it, and Michael has reported it to the police as a crime against the library.
- There has been an incident involving law enforcement, in which the police were looking for information about someone involved in a case that did not happen at the library. They had seen the individual go into the library through security camera footage and reached out to the Library to obtain that person's information. Michael got back to them saying the Library would not give them that information without a subpoena, which is the Library's current policy. He had not known that the police already had access to the library's security cameras because they're on the city's network. The next day, Michael met with the mayor, the city attorney, and the police chief and explained the policy and that he would consider the video camera footage to be a library record. The mayor agreed that that was the proper procedure, and the police chief understood. The city attorney did some research into state library law, and found that the Library's policy is lawful, but offered an interpretation of it that allows local law enforcement to access the Library's security camera footage. Michael has been looking around at other library policies in the state and found that the Library's policy was in line with what most other libraries in the state are doing as well, and after sharing that with the mayor, she said she would back Michael in requiring a subpoena for law enforcement to access the Library's security camera footage. On Thursday, Michael has a meeting scheduled with the mayor and the city attorney to discuss the issue further, and he'll get back to the Board after the meeting. John said that from his experience in journalism, he would hope that the police would want to get those subpoenas anyway so there's a record of the investigation process going through the proper procedures. The Board discussed the degree of privacy people can reasonably expect while in the building, which is a public place, and what records the current policy includes. Annie asked about having a consultant on library law weigh in on the issue and if that would be worth it. Michael was unsure who to reach out to for that right now. David suggested just seeing how Thursday's meeting goes first, and Michael agreed. Frank expressed appreciation for the library's efforts to protect patron privacy.
- Michael has been working with Morgan Stoker Taylor about getting staff more involved in community outreach events, and asked board members if they would be willing to be involved with these outreach activities as well. The Board agreed.
- Amy reported for City Council. The Truth in Taxation hearing was held. The State of Utah is requiring the city to adopt an ordinance prohibiting camping on public property, and about \$500,000 in state funding, which primarily supports CAPSA and BRAG, is contingent upon the city adopting such an ordinance. John asked if the Library Board would need to adopt a similar policy, and Amy said it wouldn't be necessary. The ordinance was on the agenda for tomorrow's City Council meeting. John asked if the Library would be hosting any town halls or meet the candidates events for this fall's elections. Michael was not aware of any that were planned.
- Michael presented the Year-in-Review document. Annie asked about the difference between cardholders and checkouts. Though most cardholders are in the 18-29 demographic, most checkouts are from those in the 30-39 demographic. Amy suggested that it might be young parents checking out books for their kids in large numbers. David asked if this was the report that the Library sends to the

State, and Joseph said, no, the State asks for a statistical report that has some different information and formatting. Frank suggested having the Herald Journal publish the Year-in-Review in the paper.

- Michael has been going through the old papers in his office and determining what information needs to be kept and what can be thrown out. Some of it will be given to Joseph to add to the Local History Collection.
- Frank reported for the Friends of the Library. They recently partnered with the USU Library for a poetry reading with Charles Potts, and at the event they helped people get copies of Potts's book when they donated to the Friends. A few new members joined the Friends at the event. The Friends now have a phone number, and they have updated their brochure accordingly. There is a Friends Board meeting on Wednesday about whether or not there will be a train display again this year.
- David has been using the makerspace and met others who were there while he worked, and said a lot of people were loving the makerspace. One person suggested adding more audio/video equipment for recording and editing. Another person mentioned that not having power in the tables requires running cords along the floors, which could be a tripping hazard. Someone thought the calendar software was really exciting, and they're excited for it to go live for meeting rooms as well. David had issues with the sound in the ViewSonic presentation screen in the makerspace as well.
- David offered to put together a virtual tour of the library using his 360 degree camera. Michael and the Board expressed support for that. Several possible types of virtual tours were discussed, including a tour of the art in the Library, a tour from a child's perspective, a general tour, and a tour outlining what to expect for visitors with disabilities.
- Christopher attended one of the Library's movie showings and received a lot of positive feedback from the people in attendance. Many attendees hadn't known it was happening, but plan to attend more movie showings now that they know. Several parents had mentioned that they are choosing not to be on social media and wondered if there was a newsletter. Michael said yes they were planning to start a bimonthly newsletter soon to help get the word out about some of those activities. Amy also suggested letting neighborhood councils know about library events because they often send newsletters to their residents.
- Christopher also reported that a couple of parents were wondering if they could have a place for kids to recommend books for other kids, or other kinds of children's book recommendations, such as "if you liked this, try this." John suggested getting the teens to help with setting up something like that, and Michael mentioned that the Teen Advisory Board had just started up.
- John expressed appreciation for the Year-in-Review, and challenged the Board to search through it as well as finding other unique and interesting facts about libraries that they can share with the public. As an example he shared that there are more public libraries than McDonald's restaurants in the US, and how that can be used to foster positive interactions and garner support for libraries.
- Annie asked if there had been any feedback or issues with the parking lot during busy events like story time, and Michael said he'd had one person say there were not enough handicap spots. Joseph said he'd had a few people over the years say they had to park far away from the Library because the parking lot was full.
- David moved to adjourn the meeting. It was voted upon and approved. The public meeting adjourned at 6:40 PM.