

Mendon City Library Board Meeting

Date: September 7, 2016

Library board members present: Katie Child, Rick Shelton, Lisa Robins, Ryan Yonk, Bonnie Odd, Mandy Powell, Paul Willie. City council member representative: Karole Sorensen. Community member: Braden Petersen.

Minutes from previous meeting

Lisa Robins read the minutes from the board meeting on August 3, 2016, and the board approved the minutes.

Eccles grant update

Katie reported that she had not yet received any notice on the Eccles grant for which the library applied.

RAPZ funding report

Katie reported that most of the RAPZ funding has been spent. The shelving cost \$20,409.30, and approximately \$3,000 was spent to purchase two Mac computers, a printer/scanner/copier, a ten-key, and tape. Katie said the librarians need another bar code scanner.

Display cases

The library will have the display case nearest the entrance to the library. The city will use the additional display cases.

Library policies and bylaws

Katie borrowed the policy book from the North Logan Library. She said she would send potential policies and bylaws for the Mendon Library to all board members. She asked that board members review the documents before the next board meeting in October at which time the board will approve the policies and bylaws.

At an upcoming council meeting, Katie needs the city council to pass a resolution formally recognizing the library charter.

Storytime funding

As a change from the last meeting, Katie decided to give the storytime committee \$1000 to help fund storytime and create the storytime kits. This money will go through June 2017.

Funding for programs and books

Katie said the library needs to find more donors, such as Campbell Scientific, to help cover annual expenses, which include purchasing books, processing supplies, book ends, patron book requests, storytime supplies, and so forth.

Bonnie suggested the librarians keep a spreadsheet of titles requested by patrons. Ryan suggested building up a backlog of materials requested by patrons, and then the list can be used to show the need for funding.

In the near future, Ryan suggested the board set up a rational library budget. He also suggested setting up an additional budget that shows funds the library expects to obtain and another budget that shows funds the library would like to raise. This last budget can be shown to potential donors to establish the need for funding.

The library needs to subscribe to magazines and newspapers, which can just be electronic copies. Bonnie said she would report back on the online subscription service used by Ridgeline High School and the cost associated with that service.

Opening plans

The tentative opening date for the library is November 5, 2016. Katie reported that there will be a trustee training January 14, 2017, from 10 am to 2 pm in the Mendon Library. All board members are encouraged to attend.

Eagle Scout projects

Braden Petersen is looking for an Eagle Scout project, and Katie said she would work with him to design a project beneficial to the library.

Upcoming board meeting

The next board meeting will be October 5, 2016, at 8 pm at the Mendon Library.