

Mendon City Library Board Meeting

Date: October 4, 2017

Attendees

Library board members: Katie Child, Lisa Robins, Rick Shelton, Millie Smith, Kookie Tanner. Friends of the Mendon Library: Paul Willie. City council member liaison: Karole Sorensen. Library directors: Maren Benson, Brittany Benson.

Minutes from previous meeting

Rick Shelton put forth a motion to approve the minutes from the board meeting on July 11, 2017, and this motion was seconded by Kookie Tanner. All in attendance voted to approve the minutes.

Update on the library

Brittany Benson and Maren Benson, library directors, updated the board on the summer library programs.

Maren reported that about 15 people attended each activity sponsored by the library during the summer months. One hundred kids signed up for the summer reading program. Fifty-six children completed the first reading card, and three children completed all five reading cards. Maren reported that she plans to shrink the duration of the program for next summer to six weeks so that more children are able to finish the reading cards. The program stayed under \$1000 allotted budget. Maren was happy with how the children's summer program turned out.

Brittany said she planned to simplify the teen reading program for next summer also to appeal to more teens and allow more to finish the reading program.

Katie said she was very pleased with how the summer programming turned out.

Library fall hours

Katie reported that the Mendon Library hours were increased for fall, bringing the number of open hours to 40 hours per week. The new hours are Monday through Thursday from 10 am to 2 pm and from 4 pm to 8 pm, and the hours for Friday and Saturday are 10 am to 2 pm.

Library budget for 2017-2018

The library board discussed the proposed budget that Katie had been emailed to all members. The board made some changes, and the new total budget for the 2017-18 budget is \$22,690. Rick Shelton motioned to approve the budget with the changes discussed by the board, and Kookie Tanner seconded the motion. All in attendance voted to approve the budget. Rick Shelton will give a budget update at each board meeting. Maren has been applying for small grants, and Katie reported that the library will continue to apply for larger grants from RAPZ, Eccles, Skaggs, and other large donors.

Fundraising in 2017

The Keyboard Cavalcade, sponsored by the Friends of the Library, went very well and raised over \$2000. Community members who attended were pleased with the performance. The board would like to organize a similar event in 2018. Fundraising historically brings in \$2000-\$3000 per event.

Staffing in 2018

Katie would like to put together a list of volunteers who can staff the library between 2-4 pm. Brittany said she has a volunteer scheduling app that would work well for organizing volunteers. The goal would be to have the volunteers ready to help beginning January 1, 2018. The board was encouraged to email Katie with names of people who may be interested in volunteering at the library.

Collection development

Maren presented a collection development policy, and the board reviewed the policy. Karole motioned to approve the policy, and Lisa Robins seconded the motion. All present voted to approve the policy.

Maren reported that almost all the books stored upstairs in the Mendon City building have been moved with only four to five boxes remaining.

Meeting adjourned

The meeting was adjourned until Wednesday, January 3, 2018, at 8 pm in the reading room of the library.