

Mendon City Library Board Meeting

Date: January 10, 2019

Attendees

Library board members: Katie Child, Lisa Robins, Millie Smith, Rick Shelton, Ryan Yonk, Heidi Hyatt, Kookie Tanner, Mary Heers, Paul Willie. City council liaison: Karole Sorensen. Library director: Maren Benson.

Minutes from previous meeting

The board voted to approve the minutes from the meeting on October 3, 2018.

New board member

Katie introduced Heidi Hyatt as a new addition to the library board. All board members voted to approve Heidi's appointment to the board.

Budget report

Katie handed out the proposed library budget for the current fiscal year. Rick and Maren based the budget on last year's expenditures and revenue. The board discussed the amounts in each of the budget categories and decided to add \$2000 to the payroll budget to reflect the amount spent last year. Rick pointed out that this year's budget does not include money for capital improvements. However, the board felt that was fine for this year because Maren does not foresee any need for improvements. In the future, she said the library will need additional shelving in the children's areas. Total expenditures for the proposed budget are \$19,320. Katie asked for a motion to approve the budget. Rick motioned to approve the budget, and Ryan seconded the motion. All board members voted to approve the budget.

The board discussed potential fundraising ideas and grants that could increase the yearly revenue. Maren said the library received a book grant from the state library in September. She plans to apply for some smaller grants, such as the Walmart grant, again soon.

Update on the library

Maren reported that the library was doing well, and the circulation statistics continue to steadily increase. The library had 1800 circulations in October, 1602 circulations in November, and 1191 circulations in December. The library programming is going well. Maren said the library hosts a monthly movie, usually the third week of the month, which brings in a few people. Programming in the last quarter included craft programs in October and December, an escape room in November, and a New Year's Eve party on December 31. The total people attending programming was 30 in October, 12 in November, and 58 in December. The Noon Year's Eve party at noon on December 31 was very popular with 40 kids and their parents in attendance. Maren said the librarians plan to hold the Noon Year's Eve party again next December 31. Maren said the movies are not well attended in the colder months, but showing movies allows the library to use the movie licensing agreement, which costs \$131 a year. Maren advertises the programming on the local Facebook groups (Mendon 411 and Mendon Happenings) and puts up a flier at the library and post office.

Maren reported that the Century Link fiber has been run to the building, but All Tech has not installed it yet. Maren does not know the cost of the installation, but monthly costs should be comparable to the previous Internet service.

Scout groups at the library

Mandy asked if Boy Scout or Cub Scout groups would be allowed to use the library for meetings. No objections were raised to the idea.

Library board meeting date change

Katie proposed moving the library board meetings to the first Thursday of every quarter. Rick said that having the meetings the first week of the month could make preparing the budget report tough when the meeting falls on first of the month. The board agreed to move the meeting date when necessary. All board members approved the schedule change.

Meeting Adjourned

The library board meeting was adjourned. The next meeting will be Thursday, April 4, 2019, at 8 pm in the library.

Friends of the Mendon Library

Date: January 10, 2019

Attendees

Library board members: Katie Child, Lisa Robins, Millie Smith, Rick Shelton, Ryan Yonk, Heidi Hyatt, Kookie Tanner, Mary Heers, Paul Willie. City council liaison: Karole Sorensen. Library director: Maren Benson.

Fundraising ideas

Paul discussed the need to fundraise with those in attendance. The library needs to raise about \$20,000 per year to operate. The Friends of the Library discussed some fundraising ideas.

One idea is to sell engraved brick pavers for the back patio at the library/city offices. Paul said this fundraiser was last done three years ago, and some people missed buying bricks the first time. The bricks are already purchased but must be etched, which costs about \$17 per brick.

Another idea is to hold a concert during the week of the 24th of July celebrations as has been done the last couple years. Paul reported that the concerts are a lot of work but do bring in a few thousand dollars and allow the library to be used for musical productions. The board discussed holding outdoor concerts, but the board felt charging admission money would be harder for an outdoor concert. Someone suggested getting sponsorships and having a donation jar.

Karole wondered about having local storytellers put on a program. Katie said that she and Paul had discussed having a ghost tour through Mendon in October and having storytellers at numerous locations throughout the city, such as the pioneer house in Pioneer Park, the Willie house, and the train station. The ghost tour would need at least four storytellers and take place in October.

Mandy said she plans to hold Christmas Magic each year and wondered about holding it at the library and then charging a small admission fee, for example, charging \$2 per person or \$10 per family. She

feels the library would be a big enough venue. Paul said the library should support cultural events in the community, such as Christmas Magic, music, theater, and storytelling events.

Paul is putting together a digital family history and folklore display about Mendon with the help of a graduate student at Utah State University. The end result will be a digital display of historical Mendon with people, events, and folklore. Paul hopes to put the display in the Mendon City hallway. To make the project into a fundraiser for the library, Paul wondered about charging families to add their stories and information to the historic display. Paul has already funded the equipment and the research. The board would need to do the marketing and information gathering.

Speaking about fundraising in general, Paul said the library needs to fundraise well just once a year. Ryan said the board needs to identify foundations in the state that can give money to the library, such as Eccles and Skaggs. Paul and Ryan said both grants and community fundraising are necessary to raise money for the library. Ryan added that foundation dollars tend not to be restrictive, but the library needs to demonstrate how it adds to the community. He said when you do great things, the foundation dollars will follow. Ryan will help write the grants if the library board identifies the grants. Heidi wondered whether preserving the family memories of Mendon community members should be something that is free but is used to subsequently appeal to foundations.

Karole told about a cemetery crawl, which she had seen done in other communities, such as Fort Douglas. A cemetery crawl involves community members who dress up as historical Mendon citizens and tell the stories of people who are buried in the Mendon City Cemetery. For example, Paul could dress up as his great-grandpa James Willie and tell his story. The storytellers use props to bring the character to life. Attendees move through the storytellers, hearing their stories.

The board liked the idea of using the cemetery crawl as the main fundraising event for 2019. Paul asked Karole to take the lead on the event and set up the planning meetings. All the library board members will help with the execution of the event. The board proposed holding the cemetery crawl on Saturday, July 20, during the city's 24th of July celebrations. The crawl would last two to three hours in the late afternoon, for example, 4-7 pm. If the crawl is in the late afternoon, it shouldn't compete with the championship ballgame. Karole needs help finding community members to participate, advertising, and organizing the event.

Everyone felt that promoting the community's history fit with the mission of the library. The board may be able to apply for a community grant to help with the costs. Someone suggested selling books about Mendon's history at the event. The board proposed charging people who attend between \$5-10 per person. The cemetery crawl will be a first in Cache Valley and will have wide appeal to people throughout the valley. Therefore, the event needs to be promoted and advertised outside Mendon.

The board proposed having between 8 and 10 storytellers, who are preferably descendants of people in the cemetery. Possible storytellers are Norma Myers, Paul Willie, LR Earl, Eric Bowen, and Larry Olsen. Possible characters are James Willie, June Bowen, and pioneer founders.

During the crawl, the board will need to provide pop-up tents for shade, water for storytellers, greeters at the gate, and golf carts for the elderly.

The Friends decided to sell brick pavers in 2020 but will begin advertising it during this year's 24th celebration. Paul envisioned a ninety-day campaign to gather brick donations. Last time, Paul reported that the library sold over 160 bricks. This will be a final push to fill the patio. A possible idea was to hold a musical concert on the patio to kick off the campaign. Last time the board charged \$216 per brick, but Paul proposed raising the price to \$300.

Meeting Adjourned

The Friends of the Library meeting was adjourned.