

# Mendon City Library Board Meeting

Date: June 27, 2018

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## Attendees

Library board members: Katie Child, Lisa Robins, Ryan Yonk, Rick Shelton, Mary Heers, Bonnie Odd, Mandy Powell. Friends of the Mendon Library: Paul Willie. City council liaison: Karole Sorensen. Library directors: Maren Benson, Brittany Benson.

## Minutes from previous meeting

The board voted to approve the minutes from the meeting on April 11, 2018, without changes.

## Update on the library

Librarians Brittany Benson and Maren Benson updated the board on the library.

Maren reported that circulations are increasing, with circulations in June reaching an all-time high of 1,951. The library has 506 patrons with library cards and 8,733 titles in the library. The most popular sections continue to be juvenile fiction and picture books. Computer usage has increased dramatically with the summer season with up to 20 people using the computers per day. Many of the computer users are kids and teens. Older community members have been using the computers to print documents.

The programs are being well supported. Maren reported about 30 people attended each of her last two programs, and Brittany reported 14 people attended the bath bomb class.

The librarians set a goal to sign up 120 children and teens for the summer reading program. As of June 27, the librarians had enrolled 104 kids and 30 teens in the reading program, surpassing their goal. The number of people signing up for library cards has also increased in the summer season. Maren reported that September is national library card sign-up month.

## Budget report

Rick Shelton recapped the fiscal budget for 2017/2018. Book expenditures for the fiscal year were \$8271.16. Rick did not have the invoices, so some of the expenses were categorized wrong in the financial report. Maren will give Rick a spreadsheet of the library expenditures, so they can be correctly classified. The total expenditures for the year are \$27,632.

Rick will work with the librarians to put together a proposed budget. A motion was put forth and approved to electronically review the new budget.

In looking at last year's budget, Maren recommended adding more money to the postage category and less in the advertising/promotions area. The summer reading program category looks good. The library supplies category needs more money, but the office supplies category is satisfactory. Maren said the book category can be lowered to \$6000 for the upcoming year.

Ryan asked about the future growth of the library. Maren is happy with the size of the collection overall, but she would like to grow the adult fiction section because the library isn't currently attracting a lot of adult readers. The board brainstormed ideas for attracting adults to the library, which included putting up signs showing what other adults are reading, sending out a quarterly newsletter like Logan Library,

advertising new books in the post office, and appealing to book clubs (one currently meets at the library). The library frequently orders books requested by patrons, and the board recommended finding a way to let adults know about that feature. The board also talked about having the library host a book club beginning in the fall. Mandy volunteered to help with this effort.

### **Succession of the library board chair**

Katie reported that she would like the board to nominate a chair elect who will then become the new library board chair in June 2019. Katie reported that she has already served her two terms (or 6 years) as chair. The library bylaws state that the chair can serve a total of two 3-year terms. Mandy Powell and Bonnie Odd agreed to be co-chair elects until June 2019 at which time the board will re-evaluate. The motion was approved by Katie and seconded by Ryan. Katie will continue to apply for grants even when she is no longer the chair. The board discussed adding new board members.

### **RAPZ funds**

RAPZ denied the library's grant application this time and requested that the library apply as a city and not the Friends of the Library. Katie will apply for other grants, including Eccles. Maren will work with Katie to find grants for which the library can apply.

### **Meeting adjourned**

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

## **Friends of the Mendon Library**

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### **Patriotic musical benefit concert**

The Friends reviewed the program for the musical benefit concert to be held during the 24<sup>th</sup> of July celebration. The concert will feature local artists playing and singing Americana music. Everyone who gets a water bill from Mendon City will receive a flier for the concert with their bill. Paul asked the Friends to spread the word to residents who don't get water bills and to help promote the benefit concert to all residents. The library is able to sell tickets online using Ticket Bud. The venue can hold about 85 people. Paul asked the board to sell about 10 tickets each. Tickets can be purchased online, at the library, or from a library board member. Tickets are \$12 each this year. Mandy took fliers for the Cobblestone area, and Ryan and Bonnie took fliers for Petersboro residents. Paul asked board members to sign up to help with ushering and taking tickets at the three shows. Volunteers should show up 30 minutes before each performance. Rick volunteered to run the lights during the concert. Every performer was given two free tickets for one performance. Paul asked Karole if she would speak to Kirk Taylor about bringing over a piano for the concert.

**Meeting Adjourned**

The next meeting will be Wednesday, October 3, at 8 pm in the library following the library board meeting.