

Mendon City Library Board Meeting

Date: October 3, 2018

Attendees

Library board members: Katie Child, Lisa Robins, Millie Smith, Rick Shelton. City council liaison: Karole Sorenson. Library director: Maren Benson.

Minutes from previous meeting

The board voted to approve the minutes from the meeting on June 27, 2018, without changes.

Update on the library

Librarian Maren Benson updated the board on the summer reading program. Maren reported 106 kids signed up for the summer reading program, and 23 completed all three reading cards, which is a 22% completion rate. For the teen reading program, teens received raffle tickets each time they checked out books, which was very popular. The tickets were redeemed for designated prize or entered in a drawing held at the end of the summer. Thirty-six teens signed up the summer reading program. For adults, the librarians hosted a passive reading program in which an adult filled out book slip each time he or she finished a book. At the end of the summer, the slips were put in a drawing for a prize.

The summer activity programming was popular as well. In June 142 patrons attended activities, and 116 patrons attended activities in July. The most popular activity was DIY instruments with 30 people in attendance. Among teens and tweens, the most popular activity was the Harry Potter escape room with about 30 people in attendance. The opening and closing programs were also well attended. The programming that received the lowest attendance were the story times and movies, so Maren is unsure whether she will plan this type of activity next summer.

Maren reported that circulations are increasing, with June circulations reaching an all-time high of 2,405 (including digital checkouts). In the remaining summer months, July circulation was 2,272, August circulation was 1,906, and September circulation was 1,617. Maren reported that digital checkouts are also on the rise. Since April 2018, Maren said that patrons have checked out about 200 audio books and e-books through the Utah's Online Library. Maren was very happy with the summer reading program and activities.

Maren told the board that the library received a book grant from the state library for children and teen books. The board was very pleased with Maren's efforts.

Budget report

Rick reviewed this year's proposed budget and the actual expenditures from last year. Last year the total expenditures were \$22,012.28, which is \$677.72 under budget. Maren and Rick worked together on a tentative budget for 2019. The board discussed whether the library needs any money set aside for capital improvements. Maren said the library will eventually need more shelving, but she feels the shelving will be fine for the current year.

Maren reported that the library is getting Century Link fiber internet installed in October. The state pays 60% of installation, and the Mendon Library pays 40%. The fiber should be more reliable and faster. As per state library requirements, the Mendon Library must comply with some filtering and other items,

but Maren said complying should be simple. Maren will let Katie know when she receives the bill for fiber installation, and the board will wait to approve the budget until after Maren receives the bill. The total proposed budget for 2019 is \$16,750.00.

Friends of the Library fundraiser

The July patriotic musical program put on by the Friends of the Library raised \$2000 for the library, and Katie is happy with results. This year's program raised slightly less than last year's program. The board felt the program should be held Thursday and Friday next year because Saturday has too many conflicts. This year Friday's performance was sold out.

December programming for families and small fundraising ideas

Katie proposed putting together a simple Christmas program the first Monday in December and combining the library's efforts with the sing along held by the Mendon Youth Council. The program could include a musical program, singing, lighting the belfry, and hot chocolate. Ryan Yonk suggested the activity would be a fun, new tradition for the community. The board discussed requesting donations or selling items or treats as a way to raise funds for the library. Maren said the library could also look at selling stocking gifts throughout December. She said that Foreign Print will put a logo on almost anything. Maren will send the link to Katie.

Storytime

Maren reported that story time attendance is lower this year than last year. The average attendance is 15 kids, but last year's attendance was closer to 30 kids. Many of the kids who attended last year have moved on to kindergarten. Maren said the story time readers do a fantastic job. The board discussed reaching out to the preschools and putting up fliers to attract more moms and their kids.

Katie recommended that Maren Create a bookmark that tells patrons how to create an online account, so they can renew their books electronically.

Room reservation policy

Maren said the piano can no longer be stored on the raised platform in the kid's area as per a request by the Mendon City Council. As such Maren suggested that the board modify the room reservation policy to state that an individual reserving the public area and needing the piano is responsible to move the piano to and from the raised area. Maren will send proposed changes to Katie. Then, board can approve the updated policy electronically.

Meeting Adjourned

The library board meeting was adjourned. The next meeting will be Wednesday, January 2, 2019, at 8 pm in the library.