

Minutes from the August 13, 2026 North Logan Library Board Meeting

In Attendance:

Trent Bateman
Jenn Albrecht
JoAnn DeLange
Andrea Wachob
Hollie Bethers
Sarah Dana

Good News Minute:

There has been continued increase in Libby checkouts. There were almost 8 million checkouts last year.

Minutes:

The minutes from the last meeting were unable to be reviewed and approved. They will be approved at next months meeting.

Directors Report:

Trent did a brief overview of budget and noted that the library was about 30 thousand dollars under budget last year.

Trent discussed the library's magazine lending system. There is lower demand in loans of magazines, which also come with a high cost of supply for the library. He has decided to end the magazine subscriptions and loaning of them. The majority of magazines that are being borrowed will still be accessible through Libby.

There was a discussion on when the library will close for the move of materials to the new area. There is not a definite date for this yet, and will be provided when it's available.

Trent provided a summary of how the rental of the new community space has been going. The first wedding event was held in July and went well. There is another wedding event scheduled in December.

Discussion on library fines. The library has decided to not pause fines for the period that the library will be closed. This will be communicated to patrons. In the past, the library has done a food for fines drive in conjunction with local food banks. Trent brought to the board the idea of doing a blood drive this year. He is communicating with other libraries about a joint event. He will provide more information soon.

Study Room Reservation Policy:

Upon completion, the library will offer 2 study rooms available for reservation. The board reviewed the reservation policy. Items discussed were a 2 hr time limit, reservations available up to a week in advance, reservations only being open to residents and only being able to make 2 reservations per week. In addition, patrons must have a valid North Logan City library card with less than \$10 in unpaid fines. If a room is not reserved, it will be available on a first come, first served basis.

Policy was proposed, seconded and passed unanimously.

Dress Code Policy:

The board reviewed the dress code policy for library employees. It is the same policy that applies to North Logan City employees.

Policy proposed, seconded and passed unanimously.

Bulletin Board Policy:

The board reviewed the community bulletin board policy. Specifically discussed was that posting would be available to library programs and services, Friends of the Library, government agencies, volunteer opportunities and individuals or organisations pertaining to community events. There will not be posting allowed for for-profit businesses. All postings must be approved by library staff. The maximum posting will be 21 days with library staff allowed to make exceptions due to limited space or outdated posts. The maximum post size will be 11x17.

Policy was proposed, seconded and passed unanimously.

Rules of Conduct Policy:

Board reviewed the library's rules of conduct. There will be no outside food or drink, other than water, allowed in the library. The board discussed service animals and that only animals defined by the ADA will be approved.

Policy was proposed, seconded and passed unanimously.

ILL Policy:

Board reviewed the ILL policy. Currently the policy states that a patron receives their first 2 books free and there is a \$4 charge for each book after the first two on the same request. The proposed change to the policy would allow patrons to have 4 books free.

Policy was proposed, seconded and passed unanimously.

Motion to dismiss, seconded and passed.