

**CACHE COUNTY  
LIBRARY ADVISORY BOARD MEETING  
MINUTES  
June 21, 2018**

The Cache County Library Advisory Board convened in a regular session on June 21, 2018 in the Cache County Library – Providence/River Heights Branch, 15 North Main Providence, Utah 84335

**ATTENDANCE**

**Members of the Library Board in Attendance:**

Doug Clausen – River Heights  
Gina Worthen – Cache County  
Sondra Thornley – Cove  
Nan Small – Newton  
Peggy Smith – River Heights

**Members of the Library Board Absent:**

**Others in Attendance:**

John Drew – Providence  
Cheri Mickelson – Library Director  
Janeen Allen – Cache County  
Megan Izatt – Cache County

**05:21:00**

**WELCOME**

**Board Director Doug Clausen** welcomed everyone.

**Review and Approval of Agenda & Minutes**

**ACTION:** Gina Worthen motioned to approve the minutes from 8 March, 2018 and the agenda. Sondra Thornley seconded the motion. The vote in favor was unanimous, 5, 0.

**05:22:00**

## **Discussion Items**

### **#1 Review of Library Management Program**

**Cheri Mickelson** reported that Biblionix, the library management program, has had issues with items showing as checked out that haven't been and some other problems. The library staff has been working with Biblionix to try and resolve the issues.

Staff and Board members discussed how Biblionix works and how it is working for the County so far. Staff tries very hard to get books that are overdue returned to the library.

**05:31:00**

### **#2 Review of OverDrive Features**

**Allen** reviewed OverDrive and the new app Libby. Since the County Library has its own OverDrive account there is typically no wait time. There is also a database of open domain material that is all free and available for the public.

**Allen** will look into a system to use to send out mass emails for patrons if needed. Also it would be good to find a place to put information for patrons about how to use the library, OverDrive, and other info about the library.

**05:43:00**

### **#3 Review of Bylaws**

**Allen** asked if there were any changes to the Bylaws that Board members saw. None were mentioned.

**05:44:00**

### **Library Director's Report (Attachment A)**

**Cheri Mickelson** reviewed the library director's report (See Attachment A). The library needs more ideas of books to purchase for OverDrive. Cheri will try and put a committee together to find more titles to buy for OverDrive.

**06:00:00**

### **Financial Report (Attachment A)**

**Cheri Mickelson** reviewed the finance report for the library. The library brings in about \$100 a month from fees.

**06:02:00**

### **Other Items**

Mayor Drew will be appointed as the new board member representing Providence.

### **Next Meeting**

September 6, 2018 at 5:15.

**ACTION: Gina Worthen motioned to adjourn and Sondra Thornley seconded the motion. The vote in favor was unanimous, 5, 0.**