

**Glenns Ferry Library Board Minutes**  
**Regular Library Board of Trustees Meeting**  
**Tuesday, April 12th, 2022 at 5:30pm**

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**Call to Order:** at 5:31pm by E. Ross

**Adjourned:** 6:55pm by E. Ross

**Roll Call:**

- **Members Present:** Erica Ross, Chairman; Kathryn Zupsic, Vice Chair, Nicole Askew, Admin; Sue Kuffel
- **Members Absent:** (none)
- **Staff Present:** Jenn Trail, Library Director
- **Public Present:** Levi Mecham

**Approval of Agenda:**

*from the regular meeting 04/12/2022.*

***MOTION TO APPROVE made by K. Zupsic, S. Kuffel Seconded.***

**Approval of Minutes:**

*from the Regular Meeting 03/08/2022*

***MOTION TO APPROVE made by E. Ross, K. Zupsic Seconded.***

**REPORTS:**

● **Financial Report:**

*Given by E. Ross*

- Total Fund Equity: \$75526.24
- Revenues: \$1391.08
- Funds Collected at the Library: \$665.26
- Expenditures: \$20,489.43

■ ***MOTION TO APPROVE ALL REPORTS made by K. Zupsic, S. Kuffel Seconded.***

● **Activity Report:**

*Given by J. Trail*

- Attendance: 386
- Tech Usage:
  - WiFi Users: 308
  - Computer Users: 48
- Total Items Circulated: 834
  - Books : 834
  - Ebooks/Audiobooks: 132
  - Movies: 264

- Hotspots: 5
  - Library Cards
    - New: 8
    - Renewals: 1
  - Volunteer Hours: 24
  - Programs: 13
    - Attendance: 90
      - Book Club
      - Ready! for Kindergarten
      - Story Time
      - Tween STEAM
    - **MOTION TO APPROVE ALL REPORTS made by E. Ross, S. Kuffel**  
**Seconded.**
- **Director's Report:**
  - Given by J. Trail*
  - Beyond Books Bus
    - Close to being finished! Grand Opening will be this Friday (04/15)
  - Summer Programing
    - Summer reading programs will be every Wednesday from 1:00 -2:00 pm in June
    - Summer Stem will be Geocaching around town. June 20-July 22
    - Beyond Books Bus will be at the City Park Tuesday in June with the summer lunch program that the school puts on
    - The Adult Reading Challenge starts in June and will run until December
  - Ready! For Kindergarten Program was a success! The community was very appreciative and responded well. Will be doing this again
  - June 20 Bike Rodeo for bike helmets for kids Registration is not required but recommended
  - Lego Bus (block and Roll) will be June 16th
  - Calendar is being printed and available for public
    - **MOTION TO APPROVE ALL REPORTS made by E. Ross, K. Zupsic**  
**Seconded.**

**PUBLIC COMMENTS:** none

**BOARD COMMENTS:** none

## **OPEN BUSINESS:**

1. Board Position Elections  
*MOTION to postpone elections until 05/10/2022 made by K. Zupsic, Seconded by S. Kuffel*
2. Collection Development Policy Approval  
*MOTION Approve the Collection Development policy with the addition of the following wording:  
"The library recognizes that some materials are controversial. The inclusion of an item in the collection is not to be considered as endorsement or otherwise by the Glenns Ferry Library." Made by E. Ross, Seconded by S. Kuffel*
3. Library Hours
  - a. Wednesday's additional hour has not proven to be beneficial to the library's overall business
  - b. Return to the original operating hours 12-4pm.  
*MOTION to Approve change of hours made by E. Ross, SECONDED by K. Zupsic*

## **NEW BUSINESS:**

1. N. Askew nominated Levi Mecham as a new board member.  
*MOTION to Approve Nomination of L. Mecham made by E. Ross, SECONDED by K. Zupsic*
2. Circulation Policy Update
  - a. Discussion of
    - i. number of materials that a patron is able to check out.
    - ii. Minors ability to check out material, or obtain a card must be with parental approval/consent
    - iii. Returns of certain material are not permitted for outside drop box
    - iv. Mobile HotSpot Policy (renewals) to be revised
    - v. What does it mean to be in "good standing" with the GFL? Needs definition.
    - vi. Fines section needs revised

## **AGENDA FOR NEXT MEETING:**

1. Elections for Board Positions
2. Circulation Policy Update Approval
3. Read/Revise Internet and Computer Use Agreement for Minors Policy
4. Read/Revise Unattended Youth Policy

**ADJOURNMENT:**

- Meeting was adjourned at 6:55 pm by E. Ross
- The next meeting will be at 5:30pm on May 10, 2022, at the library.

**Minutes submitted by:** Erica Ross **Date:** 05/10/2022

**Approved by:** Glens Ferry Library Board of Trustees **Date:** 05/10/2022

**Approved by the City Council:** **Date:** \_\_\_\_\_

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**William Galloska, Mayor**

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**Attest: Teresa Parsons, Clerk/Treasurer**