

**Glenns Ferry Library Board Minutes**  
**Regular Library Board of Trustees Meeting**  
**Tuesday, May 10th, 2022 at 5:30pm**

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**Call to Order:** at 5:32pm 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; Levi Mecham
- **Members Absent:** (none)
- **Staff Present:** Jenn Trail, Library Director
- **Public Present:**

**Approval of Agenda:**

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

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

**Approval of Minutes:**

*from the Regular Meeting 03/08/2022*

***MOTION TO APPROVE made by N. Askew, K. Zupsic Seconded.***

**REPORTS:**

- **Financial Report:**

- *Given by E. Ross*

- Total Fund Equity: \$ 68,739.46
- Revenues: \$ 1,617.92
- Funds Collected at the Library: \$1,320.85
- Expenditures: \$ 8,494.70

- ***MOTION TO APPROVE ALL REPORTS made by S. Kuffel, L. Mecham Seconded.***

- **Activity Report:**

- *Given by J. Trail*

- Attendance: 429
- Tech Usage:
  - WiFi Users: 360
  - Computer Users: 62
- Total Items Circulated: 849
  - Ebooks/Audiobooks: 138
  - Movies: 531
  - Hotspots: 1

- Library Cards
  - New: 6
  - Renewals: 1
- Volunteer Hours: 76
- Programs: 10
  - ***MOTION TO APPROVE ALL REPORTS made by E. Ross, K. Zupsic  
Seconded.***

- **Director's Report:**

- *Given by J. Trail*

- Beyond Books Bus
  - PBS attended and did an activity with kids who attended. They will be back May 20th
- HOPE week (provided for by St Luke's) for May's Mental Health Awareness Month. Each day afterschool the kids will have an activity relating to Mental Health
- Summer Progaming
  - 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
- Budgets will be prepared this month
- 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
- Mr. Fries will have his last day of work on May 27th There will be an open house -14pm for him on Thursday, May 26th.

- ***MOTION TO APPROVE ALL REPORTS made by N. Askew, L. Mecham  
Seconded.***

**PUBLIC COMMENTS:** none

**BOARD COMMENTS:**

- Erica Ross has resigned as a Library Board Trustee. This will be Mrs. Ross's last meeting as the Chairman and Board Member.
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**OPEN BUSINESS:**

Election for Board of Trustees Positions (Chairman, Vice Chairman, Administrative Manager)

**NEW BUSINESS:**

1. Elections for Board Positions:

**Chairman:**

K. Zupsic nominates L. Mecham for Chairman Position, N. Askew Seconds

Roll Call Vote

*E. Ross recused from voting*

K. Zupsic      AYE

N. Askew      AYE

S. Kuffel      AYE

L. Mecham    AYE

No Opposed, Motion Carries

**Vice Chairman:**

N. Askew nominates K. Zupsic for Vice Chairman position, S. Kuffel Seconds

Roll Call Vote

*E. Ross recused from voting*

K. Zupsic      AYE

N. Askew      AYE

S. Kuffel      AYE

L. Mecham    AYE

No Opposed, Motion Carries

**Administrative Manager:**

K. Zupsic nominates N. Askew for Administrative Manager position, L. Mecham Seconds.

Roll Call Vote

*E. Ross recused from voting*

K. Zupsic      AYE

N. Askew      AYE

S. Kuffel      AYE

L. Mecham    AYE

No Opposed, Motion Carries

***MOTION to Approve all Elected Positions for Glenns Ferry Library Board of Trustees made by E. Ross, SECONDED by K. Zupsic***

- Circulation Policy Update
  - ***Motion to approve all changes and adopt E. Ross, K. Zupsic***
  
- Unattended Youth Policy
  - ***Review revised policy to be adopted at next meeting***
  
- Internet and Computer Use Agreement for Minors
  - ***Motion to approve all revisions and adopt policy and adopt K. Zupsic, L. Mecham***

**AGENDA FOR NEXT MEETING:**

2. Budget
3. Service Animal Policy
4. Read/Revise/ Adopt Unattended Youth Policy
5. Proposals for new board members and possible advertisement

**ADJOURNMENT:**

- Meeting was adjourned at 6:55 pm by E. Ross
- The next meeting will be at 5:30pm on June 14, 2022, at the library.

**Minutes submitted by:** Nicole Askew **Date:** 06/14/2022

**Approved by:** Glenns Ferry Library Board of Trustees **Date:** 06/14/2022

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

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**William Galloska, Mayor**

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