

Library Board Minutes
Regular Library Board of Trustees Meeting
Tuesday, November 09, 2021

Call to Order: at 5:33 pm by E. Ross

Adjourned: 6:50pm by E. Ross

Roll Call:

- **Members Present:** Erica Ross, Chairman; Kathryn Zupsic (over zoom), Vice Chair; Kris Vowell (over zoom), alternate;
- **Members Absent:** Nicole Askew, Administrative Manager;
- **Staff Present:** Jenn Trail, Library Director;
- **Public Present:** none

Approval of Agenda:

from the regular meeting November 09, 2021.

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

Approval of Minutes:

from the regular meeting October 12, 2021

MOTION TO APPROVE made by Erica Ross, K. Zupsic Seconded.

Reports:

1. Covid Update:

- Case numbers are going down,
- Library will continue to clean

2. Financial Report:

Given by J. Trail and E. Ross

- Fund Total: \$175,043.88
- Expenditures YTD: \$2,933.71
- Revenue YTD: \$244.83
- Report: Library is on budget

***MOTION TO APPROVE FINANCIAL REPORT made by K. Zupsic, K. Vowell
Seconded.***

3. Director's report:

Given by J. Trail

- Mr. Fries completes STEAM activity, cardboard game making challenge. The games were on display for the Chamber Trick-or-Treat, which had 93 kids attend.
- Harry Potter Camp went well 20-25 kids attending each day
- Family Reading week Nov15-19, 4-5 pm Activities TBD
- The Transition Notebook is being updated

***MOTION TO APPROVE DIRECTOR'S REPORT made by K. Zupsic, K. Vowell
Seconded.***

4. Activity Report:

Given by J. Trail

- Total Attendance: 484 Tech Usage:109 WiFi: 341
- Total Circulation: 616 items Ebooks:102 Movies: 53 HotSpot: 8
- Membership:
 - New: 4 Renewal: 20
- Funds Collected at Library \$288.90
- Volunteer Hours: 29.5
- Programs:12 (Harry Potter Camp, Storytime, Tween STEAM & Book Club)
- Total Participants: 257 Grab and Go bags: 0

MOTION TO APPROVE REPORTS made by K. Zupsic, K. Vowell Seconded.

Public comments: none

Board comments:

- E. Ross- K. Olsen has turned in her resignation letter. The City Counsel has been notified as required. The announcement for the vacancy has been posted and the board is awaiting applicants.

Open Business:

1. Collection Development Strategy
 - a. Read through draft
 - NO Action Necessary

New Business:

- Long Term Goals:
 - a. J. Trail distributed 1,5,10 year goals to board members.
 - b. Board is to review goals and discussion will be held at the next regular board meeting.
- Library Hours Extension:
 - a. K. Vowell- Middle school survey results reported.
 - Days students are most likely to come if hours are extended are first Friday and second, Monday.
 - Students are looking for access to computers and homework help.
 - There is interest in clubs.
 - b. Discussion on extending Library Hours on Wednesday to 12-5pm

MOTION: Starting January 1, 2021 the Library will extend Wednesday hours to 5:00 p.m. - made by E.Ross

MOTION AMENDED: Starting January 1, 2021, the Library will extend Wednesday hours to 5:00 p.m. on a trial basis and reconsidered in March 2022- made by K. Vowell, K. Zupsic seconded. No opposed.

- Fundraising Decision
 - a. Tabled due to time constraint

Agenda for Next Meeting:

1. Long Term Goal Discussion
2. Fundraising

Adjournment:

1. The next meeting will be at 5:30 pm on December 14, 2021 at the Glenns Ferry Library.

Meeting was adjourned at 6:50 pm by E. Ross, Seconded by K. Zupsic

Minutes submitted by: Erica Ross	Date: 01/11/2021
Approved by: Glenns Ferry Library Board of Trustee	Date: 01/11//2021

Approved by the City Council: **Date:** _____

Mayor William L. Galloska

Attest: Teresa Parsons, Clerk/Treasurer