

# Library Board Minutes

## Regular Library Board of Trustees Meeting

Tuesday August 09, 2022 at 5:30pm

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**Call to Order:** at 5:30 pm by L. Mecham

**Adjourned:** 6:41pm by L. Mecham

**Roll Call:**

- **Members Present:** Levi Mecham, Chairman; Kathryn Zupsic, Vice Chair; Nicole Askew, Administrative Manager;
- **Members Absent:**
- **Staff Present:** Erica Ross, Library Manager
- **Public Present:** Kurtis Workman, Glens Ferry Times/Press; Havilah Workman, Patron

**Approval of Agenda:**

*from the regular meeting 08/09/2022*

***MOTION TO APPROVE made by L. Mecham , K. Zupsic Seconded.***

**No Opposed, Motions Carries**

**Approval of Minutes:**

*from the regular meeting 07/12/2022.*

***MOTION TO APPROVE made by L. Mecham, K. Zupsic Seconded.***

**No Opposed, Motions Carries**

**Reports:**

**1. Financial Report:**

*Given by E. Ross*

- |                                   |              |
|-----------------------------------|--------------|
| ○ Total Fund Equity:              | \$ 70,164.43 |
| ○ Revenues:                       | \$ 8,837.35  |
| ○ Funds Collected at the Library: | \$ 162.99    |
| ○ Expenditures:                   | \$ 6,202.14  |

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

**No Opposed, Motions Carries**

**2. Director's report:**

- *Given by E. Ross*
- *Summer Reading Program is and Summer STEAM programs have ended*
- *ARPA grant final report has been submitted*
- *Was able to purchase 35 large print books because of the Talking Book grant. Held 4 events to promote Talking Book Services as condition of grant*

- Currently working on spending money from the Idaho AEYC grant.
- July 28th had an incident at the library. As a result the patron was trespassed from the library and isn't allowed back for one year.
- Ready for Kindergarten Parent Workshops for families with children ages 4-5 are scheduled for August 17th, 24th, 31st
- Tween program is being reevaluated to better fit within Jenn's hours. Storytime will resume September 7th
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***MOTION TO APPROVE made by K. Zupsic, L. Mecham Seconded Seconded.***  
***No Opposed, Motions Carries***

**3. Activity Report:**

*Given by E. Ross*

- |                           |             |                     |       |             |     |
|---------------------------|-------------|---------------------|-------|-------------|-----|
| • Attendance:             | 405         | Tech Usage:         | 97    | Wifi Usage: | 310 |
| • Total Circulation:      | 694 items   | Ebooks:             | 202   | Movies:     | 53  |
| • Memberships:            |             | New:                | 5     | Renewal:    | 4   |
| • Programs:               | 6           | Total Participants: | 101   |             |     |
| • Grab and Go Bags/ Kits: | 0           | Volunteer Hours:    | 22.75 |             |     |
| • Days Closed:            | 1 (Holiday) |                     |       |             |     |

***MOTION TO APPROVE ALL REPORTS made by L. Mecham, K. Zupsic Seconded.***  
***No Opposed, Motions Carries***

**Public comments:** *(none)*

**Board comments:** *(none)*

**Old Business:**

1. Internet Provider  
***Tabled for further discussion***

**New Business:**

1. Review and Revise Laptop/Chromebook Policy  
***Tabled for further revision and discussion***
2. Nominations for New Trustees
  - a. Two available positions
  - b. Three residents have expressed (in writing) their interest to join the Library Board
  - c. Interviews will be set up for the following week
3. Review/Revise Security Camera Policy  
***Tabled for further revision and discussion***

**Agenda for Next Meeting:**

1. Approval Security Camera Policy Revision
2. Discussion/Approval Laptop/Chromebook Lending Policy Revision
3. Approval of 2022-2023 (fiscal Year) Board Meeting Dates
4. Review/Discussion of Long Term Goals

**Adjournment:**

Meeting was adjourned at 6:41pm by L. Mecham. The next meeting will be at 5:30pm on 09/13/2022 at the Glenns Ferry Library.

**Minutes submitted by:** Erica Ross **Date:** 09/14/2022  
**Approved by:** Glenns Ferry Library Board of Trustees **Date:** 09/13/2022

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

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**William Galloska, Mayor**

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