

Library Board Minutes
Regular Library Board of Trustees Meeting
Tuesday, October 11th, 2022 at 5:30pm

Call to Order at 5:32pm by L. Mecham

Adjourned 6:00 pm by L. Mecham

Roll Call

- **Members Present:** Levi Mecham, Chairman; Kathryn Zupsic, Vice Chair; Nicole Askew, Juanita Garza, Trustee; Nichole Koonce, Trustee
- **Members Absent:**
- **Staff Present:** Jenn Trail, Library Director;
- **Public Present:** Coleen Teevin

Approval of Agenda

from the Regular meeting 10/11/2022

MOTION TO APPROVE made by K. Zupsic Seconded, L. Meecham.

NONE Opposed, Motion Carries

Approval of Minutes

from the Regular Meeting 09/13/2022

MOTION TO APPROVE made by K. Zupsic N. Koonce Seconded.

NONE Opposed, Motion Carries

Reports:

- **Financial Report**

Given by J. Trail

**Financial Report will be completed for the meeting 12/2022*

- **Comments**

- City has changed the days that they are sending out reports, so the library will now be reporting a month back.
- Library finished off fiscal year 2021-2022 under budget

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

NONE Opposed, Motion Carries

3. Activities Report

Given by J. Trail

- **Attendance**

Visitors: 354

- Tech Usage: 97
- Wifi Usage: 330
- **Total Circulation**
 - Books: 390
 - Audio/Ebooks: 194
 - Movies: 45
- **Membership**
 - New: 5
 - Renewals: 10
- **Programs**
 - Number of Programs: 15
 - Total Participants: 73
- **Miscellaneous**
 - Volunteer Hours: 29
 - Grab and Go Bags/ Kits: 9
 - Days Closed:

MOTION TO APPROVE made by J. Garza, K. Zupsic Seconded.
NONE Opposed, Motion Carries

2. Director's Report:

Given by J. Trail

- Around the Library
 - Patron is willing to donate and pay for a year of Starlink Internet Service. More information is needed before decisions are made.
 - The For Sale room is being repurposed to a dedicated meeting/conference room. Policy for meeting space will need to be put into place.
 - Start on a written "Patron Code of Conduct Policy"
 - Autumn Board Work Day to be scheduled, requesting one hour per board member to help with various things
 - Asking for event calendars to be posted around town
 - Little Libraries are in need of refilling
- Looking Ahead
 - Last Hispanic Heritage Month 10/15. The Library is planning to have one activity each week. The first activity will be an Art Talk on Frieda Kahol given by K. Zupsic.
 - 31st (Halloween) Library will be Participating in chamber's trick or treat
 - 24-28th Halloween activities scheduled for after school
 - Participating in Glenns Ferry's Scarecrow Stroll

- Garza. K. Zupsic will offer another two Art Talks to finish off Hispanic Heritage Month.
- Applying for 2 grants
- 11/8 5pm Board Training at the library with Clay Ritter

MOTION TO APPROVE made by L. Mecham, J. Garza Seconded.
NONE Opposed, Motion Carries

Public Comments

Board Comments

- N. Askew Requests to Review Library Goals more frequently

Open Business

- Discussion/ Approval of Laptop/Chromebook Lending Policy Revision
 - Final Revision due 12/22
- Discussion/ Approval of Security Camera Policy Revision
 - Final Revision due 12/22

New Business

- Review/ Discussion of Long Term Goals
 - Prioritized Goals:
 - Accessibility for Patrons
 - Too long, steep, and sharp turns on the current ramp
 - Priority Parking
 - Electrician to assess/inspect Library for efficiency

Agenda for Next Meeting

1. Adoption and Approval of Laptop/Chromebook Lending Policy Revision
2. Adoption and Approval of Security Camera Policy Revision

Adjournment

Meeting was adjourned at 6:00pm by L. Mecham.

The next meeting will be at 5:30pm on 12/13/2022 at the Glenns Ferry Library.

Minutes submitted by: Nicole Askew

Date: 12/13/2022

Approved by: Glenns Ferry Library Board of Trustees

Date: 12/13/2022

Approved by the City Council:

Date: _____

William Galloska, Mayor

Attest: Teresa Parsons, Clerk/Treasurer