

**Library Board Minutes**  
**Special /Regular Library Board of Trustees Meeting**  
**Tuesday, May 16th, 2023 at 6:00pm**

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**Call to Order:** at 6:05pm by H. Workman

**Adjourned:** 7:44 by H. Workman

**Roll Call:**

- **Members Present:** Havilah Workman, Chairman; Jamie Merrell, Vice Chair; Carol Carr, Trustee; Erica Arbon, Trustee
- **Members Absent:** (none)
- **Staff Present:** Nicole Askew, Library Director; Erica Ross, Library Manager
- **Public Present:** Cindy Mitchell

**Approval of Agenda:**

*from the Regular meeting 05/16/2023.*

***MOTION TO APPROVE made by J. Merrell, H. Workman Seconded***

***All In Favor, None Opposed***

***Motion Carries***

**Approval of Minutes:**

*from the Regular Meeting 04/11/2023.*

***MOTION TO APPROVE made by J. Merrell, H. Workman Seconded***

***All In Favor, None Opposed***

***Motion Carries***

*from the Special Meeting 05/11/2023*

***MOTION TO APPROVE made by J. Merrell, H. Workman Seconded***

***All In Favor, None Opposed***

***Motion Carries***

**REPORTS:**

**1.Financial Report:**

*Given by N. Askew*

**MARCH 2023**

- |                                   |             |
|-----------------------------------|-------------|
| ○ Total Fund Equity:              | \$57,032.18 |
| ○ Revenues:                       | \$1,960.35  |
| ○ Funds Collected at the Library: | \$100.90    |
| ○ Expenditures:                   | \$5,430.90  |
- Currently Approx 37% of Budget

***MOTION TO APPROVE made by J. Merrell, E. Arbon Seconded.***

***All In Favor, None Opposed***

***Motion Carries***

## 2. Activity Report:

*Given by N. Askew*

### APRIL 2023

- Attendance: 372                      Tech Usage: 433
- Total Circulation: 632 items
  - Ebooks: 257
  - Movies: 67
- Memberships:                      New: 3                      Renewals: 1
- Volunteer Hours: 57
- Programs: 6
- Total Participants: 99
- Grab and Go bags: 0

***MOTION TO APPROVE made by J. Merrell, C. Carr Seconded.***

***All In Favor, None Opposed***

***Motion Carries***

## 2. Director's Report:

*Given by N. Askew*

- Moved in and getting settled
- Reviewing Open Grants
- Introducing myself to all contacts
- New Young Adult Room
- New Director's Office
- Storage Areas are being sorted and cleaned
- City is replacing all fluorescent lighting with LED
- For Sale Room needs to be downsized
  - Community Yard Sale
- Planning to resume programming as soon as possible (06/01)
  - Several new programs are being planned as well as resuming the previously scheduled ones
  - Each day will have an hour program in addition to a few new adult programming

*Remove Action Item for Director's Report*

***No Action Taken***

**Public comments:** none

## Board comments:

C. Carr

- “The Front Porch”
  - an idea to bring in more music programming and events to the Library.
- Children’s Music and Summer Music Camp

H. Workman

- Communication Preference: Facebook Messenger
- Meetings are being moved to the first tuesday of each month at 7pm

## Open Business:

1. Board Elections  
*Tabled until June 2023*
2. Review and Revise Library Goals  
Documents have been shared to the Board emails

## New Business:

1. Open Board Position
  - One position is currently open
2. Discussing Volunteer Coordinator Position
  - A person to work one day a week to create and organize all volunteers for programming and events
  - Potential for Federal Funding to cover the wages for this position

## Agenda for Next Meeting:

1. Board Elections
2. Library Goals Worksheet

## ADJOURNMENT:

Meeting was adjourned at 7:44 by H. Workman. The next meeting will be at 7pm on June 6th 2023 at the library.

**Minutes submitted by:**

Nicole Askew

**Date:** 05/16/2023

**Approved by:**

Glenns Ferry Library Board of Trustees

**Date:** 05/16/2023

**Approved by the City Council:**

**Date:** \_\_\_\_\_

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**William Galloska, Mayor**

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