

Library Board Minutes
Regular Library Board of Trustees Meeting
Thursday, July 6th, 2023 at 7:00pm

Call to Order: at 7:05 pm by H. Workman

Adjourned: 8:58 pm by J. Merrell

Roll Call:

- **Members Present:** Havilah Workman, Chairman (via Zoom); Jamie Merrell, Vice Chair; Carol Carr, Trustee; Erica Arbon, Trustee (via Zoom)
- **Members Absent:**
- **Staff Present:** Nicole Askew, Library Director; Erica Ross, Library Manager
- **Public Present:**

Approval of Agenda:

for the Regular meeting 07/06/2023.

MOTION TO APPROVE made by H. Workman, C. Carr Seconded

All In Favor, None Opposed

Motion Carries

Approval of Minutes:

for the Regular Meeting 06/06/2023.

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

All In Favor, None Opposed

Motion Carries

for the Special Meeting 06/21/2023.

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

All In Favor, None Opposed

Motion Carries

REPORTS:

1.Financial Report:

Given by N. Askew & E. Ross

MAY 2023

- | | |
|-----------------------------------|-------------|
| ○ Total Fund Equity: | \$49,475.21 |
| ○ Revenues: | \$458.56 |
| ○ Funds Collected at the Library: | \$220.10 |
| ○ Expenditures: | \$4,843.13 |
- Currently Approx 45.8% of Budget

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

All In Favor, None Opposed

Motion Carries

2. Activity Report:

Given by N. Askew

MAY 2023

- Attendance: 310 Tech Usage: 493
- Total Circulation: 665 items
 - Ebooks: 265
 - Movies: 65
- Memberships: 9 New: 6 Renewals: 3
- Volunteer Hours: 52
- Programs: 2
- Total Participants: 4
- 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

Programs:

- Summer Reading Program Started
 - Community has been enthusiastic about the return of Youth Programs. During the summer all ages are welcomed to attend all activities, but once school starts again, we will return to activities focused on age/developmental levels
- Tween STEAM resumed
 - This is another program that will balance out once summer is over. Generally this is directed towards 9-13 year olds, but with summer vacation many younger children are in attendance so the activities are focused down to include them

**Erica and I have discussed the need for revision of our youth and minor policies*

Events:

- Beyond Books Bus @ City Park
 - 74 Patrons Total
 - 3 weeks (wednesdays)
 - WiFi was very slow

- Book Sale June 23/24: Raised \$500 attended by 116 people & 5 dogs

Facility

- Weeded AF YA and J
- Boxes of books that did not return to the sale shelves are need to be disposed of (donated or otherwise)
- Shelved to Library Standards
- Moved YA to front area for more accessibility
- Moved the “for sale room” across the hall
- Reorganized the Childrens and Juvenile Section to more “leveled” reading
- Some of our patron use computers are turning off during use, I have contacted IT

Books Purchased

Barnes & Noble:	\$98.57	6 Total	AF 6		(Budgeted)
Barnes & Noble:	\$132.85	13 Total	YA 5	C 11	(SR Grant)
Foxtail Books:	\$96.35	9 Total	AF 7	YA 1	NF 1 (Yard Sale)

- Notice: It has been one year since [REDACTED] was trespassed

Public comments: none

Board comments:

Discussion over the change of Library Hours

Open Business:

1. Open Board Position
 - a. J. Merrell has put the idea of National Honor Society High School Board Membership. She will have a better idea of who is interested by the end of August.
 - b. Will begin Interviewing in Fall

No Action Taken

New Business:

- Review and Revise Policies
 - Unattended Youth
MOTION TO APPROVE revisions made to the Unattended Youth Policy made by J.Merrell, C. Carr Seconded.
All In Favor, None Opposed Motion Carries

- o Internet and Computer Use Agreement for Minors

MOTION TO APPROVE revisions made to the Internet and Computer Use for Minors made by J. Merrell, E. Arbon Seconded.

All In Favor, None Opposed Motion Carries

Agenda for Next Meeting:

1. Library Board Training provided by Clay Ritter from Idaho Commission for Libraries

ADJOURNMENT:

Meeting was adjourned at 8:58 pm by J. Merrell. The next meeting will be at 5:00 pm on Tuesday, August 1st 2023 at the library.

Minutes submitted by: Nicole Askew **Date:** 09/05/2023

Approved by: Glens Ferry Library Board of Trustees **Date:** 09/05/2023

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

William Galloska, Mayor

Attest: Teresa Parsons, Clerk/Treasurer