Library Board Minutes
Regular Library Board of Trustees Meeting
Tuesday, November 7th, 2023 at 7:00pm

Call to Order: at 7:00 pm by J. Merrell  Adjourned: 8:41 pm by J. Merrell

Roll Call:
- **Members Present:** Havilah Workman, Chairman; Jamie Merrell, Vice Chair; Carol Carr, Trustee; Erica Arbon, Trustee
- **Members Absent:**
- **Staff Present:** Nicole Askew, Library Director; Erica Ross, Library Manager
- **Public Present:** R. Oldenberg

Approval of Agenda:
for the Regular meeting 11/07/2023.
**MOTION TO APPROVE** made by J. Merrell, E. Arbon Seconded
\[All \text{ In Favor, None Opposed} \quad \text{Motion Carries}\]

Approval of Minutes:
for the Regular Meeting 10/03/2023.
**MOTION TO APPROVE** made by J. Merrell, E. Arbon Seconded
\[All \text{ In Favor, None Opposed} \quad \text{Motion Carries}\]

REPORTS:
1. Financial Report:
\[Given \text{ by N. Askew} \quad \text{&} \quad E. Ross\]

**SEPTEMBER 2023**
- Total Fund Equity: $43,215.47
- Revenues: $529.59
- Funds Collected at the Library: $230.34
- Expenditures: $4,458.43
  - Currently Approx 100% of Budget

Discussion over Power Bill and other Utilities

**MOTION TO APPROVE** made by H. Workman, C. Carr Seconded.
\[All \text{ In Favor, None Opposed} \quad \text{Motion Carries}\]
2. Activity Report:
   
   *Given by N. Askew*

**SEPTEMBER 2023**

- Attendance: 393  
  Tech Usage: 360
- Total Circulation: 491 items
  - Ebooks: 151
  - Movies: 24
- Memberships: 6  
  New: 3  
  Renewals: 3
- Volunteer Hours: 7
- Programs: 10
- Total Participants: 122
- Grab and Go bags: 0

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

*All In Favor, None Opposed, Motion Carries*

2. Director's Report:
   
   *Given by N. Askew*

- Book Club
  - November Book: Into Thin Air by Jack Kerouac
  - December Book: The Bear in the Attic by Patrick F McManus

- Currently Projects
  - E-Rate
    - Changed over ownership of account administration
  - Idaho Annual Public Survey
  - Going through memberships looking for opportunities for renewals
  - Food for Fines through Nov and Dec
    - Lost items are not covered
  - Working on Summer Reading
  - Working on Summer Support Grant $2k
  - Exploring ways to reduce fines, encourage people to bring back lost items, and raising membership fees
  - Inquiring with the City to bring in a card reader machine or utilize online payments (Venmo/Paypal/ Zelle?)

- Halloween:
  - Took the bus to participate in the Chamber Trick or Treat
    - Had several donations of 3d Printed items, candy and other fun items
- Approx 100 kids/parents
  - Had a volunteer read stories for the trail
- Approx 20-30 kids
- Kids did not seem interested in listening to a story on the trail

- Received $5,000 from the Idaho Community Foundation’s Forever Idaho Grant
- Applied for New Director Cohort

Public comments: (none)

Board comments:
- H. Workman would like to explore the opportunity for using Solar Power at the library.
- Get a quote for Faronics Deep Freeze for computers

Open Business:

1. Open Board Position
   - Further discussion is necessary until a decision is made

2. Review and Revise Policies
   - Circulation Policy
     - TABLED for further discussion
     - No Action Taken

New Business:

- Create Policies
  - Meeting Room Policy
    - TABLED
    - No Action Taken

- Review and Revise Policies
  - Public Access Computing: Internet Use
    - MOTION TO APPROVE Review of Circulation Policy made by E. Arbon, H. Workman Seconded.
    - All In Favor, None Opposed    Motion Carries

Agenda for Next Meeting:
1. Meeting Room Policy
2. Circulation Policy
3. Open Board Position

ADJOURNMENT:
Meeting was adjourned at 8:41 pm by J. Merrrell. The next meeting will be at 7:00 pm on Tuesday, December 5th, 2023 at the library.

Minutes submitted by: Nicole Askew  Date: 12/05/2023
Approved by: Glenns Ferry Library Board of Trustees  Date: 12/05/2023

Approved by the City Council:  

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William Galloska, Mayor

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Attest: Teresa Parsons, Clerk/Treasurer