

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 In Favor, None Opposed Motion Carries

Approval of Minutes:

for the Regular Meeting 10/03/2023.

MOTION TO APPROVE made by J. Merrell, E. Arbon Seconded
All In Favor, None Opposed Motion Carries

REPORTS:

1.Financial Report:

Given by N. Askew & 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 In Favor, None Opposed 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
- 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: Glens Ferry Library Board of Trustees **Date:** 12/05/2023

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

William Galloska, Mayor

Attest: Teresa Parsons, Clerk/Treasurer