

Library Board Minutes
Regular Library Board of Trustees Meeting
Tuesday, December 5th, 2023 at 7:00pm

Call to Order: at 7:10 pm by J. Merrell

Adjourned: 8:34 pm by J. Merrell

Roll Call:

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

Approval of Agenda:

for the Regular meeting 12/05/2023.

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

All In Favor, None Opposed

Motion Carries

Approval of Minutes:

for the Regular Meeting 11/07/2023.

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

All In Favor, None Opposed

Motion Carries

REPORTS:

1.Financial Report:

Given by N. Askew & E. Ross

OCTOBER 2023

- | | |
|-----------------------------------|-------------|
| ○ Total Fund Equity: | \$40,321.33 |
| ○ Revenues: | \$686.18 |
| ○ Funds Collected at the Library: | \$477.31 |
| ○ Expenditures: | \$3843.71 |
- Currently Approx 8% of Budget

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

All In Favor, None Opposed

Motion Carries

2. Activity Report:

Given by N. Askew

OCTOBER 2023

- Attendance: 420 Tech Usage: 55
- Total Circulation: 538 items
 - Ebooks: 227
 - Movies: 18
- Memberships: 28 New: 9 Renewals: 19
- Volunteer Hours: 14
- Programs: 13
- Total Participants: 106
- Grab and Go bags: 1

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

All In Favor, None Opposed

Motion Carries

2. Director's Report:

Given by N. Askew

- Book Club
 - November Book: The Bear in the Attic by Patrick McMannus
 - No Book Club for December
- Finished Idaho Library Survey
- Submitted Summer Application for Summer Support Grant
- Currently Projects
 - E-Rate
 - Food for Fines through Nov and Dec
 - Lost items are not covered
 - Continuing to update member files
 - Idaho Forever Grant \$5,000
 - 3D Printer purchased
 - Compiling list of needed items for learning room

Public comments: none

Board comments:

Open Business:

1. Open Board Position
 -

No ACTION Taken

2. Review and Revise Policies

- Circulation Policy
 - 2024 all past fines will be waived. Going forward all incurred fines will resume and be enforced via policy.

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

All In Favor, None Opposed Motion Carries

- Conference Room Policy

MOTION TO Adopt Conference Room Policy, E. Arbon, J. Merrell

Seconded.

All In Favor, None Opposed Motion Carries

New Business:

- Review Meeting Dates for 2024
 - January 9th
 - Annual March 12th
 - July 9th

MOTION TO APPROVE with revisions C. Carr, J. Merrell Seconded.

All In Favor, None Opposed Motion Carries

Agenda for Next Meeting:

1. Circulation Policy
2. Conference Room Policy
3. Open Board Position

ADJOURNMENT:

Meeting was adjourned at 8:34 pm by J. Merrell . The next meeting will be at 7:00 pm on Tuesday, January 9th, 2024 at the library.

Minutes submitted by:

Nicole Askew

Date: 01/09/2023

Approved by:

Glenns Ferry Library Board of Trustees

Date: 01/09/2023

Approved by the City Council:

Date: _____

William Galloska, Mayor

Attest: Teresa Parsons, Clerk/Treasurer