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:
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:

_______________________________________________

William Galloska, Mayor

Attest: Teresa Parsons, Clerk/Treasurer

Date:_____________