

## Special Meeting

March 25, 2020

Library Board of Trustees

Mountain Home Public Library

790 North 10<sup>th</sup> East – Mountain Home, ID

Chairperson: Bonnie Sharp

Vice Chair: James Green

Secretary/Treas: Mary Ellen Hale

Clerk for the Board: William Lamb

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Board Members Present: Trustees Bonnie Sharp, Mary Ellen Hale (via phone), James Green, Rich Sykes, Brad Fesperman

Excused:

Others Present: William Lamb, Library Director; Matt Bundy, Council Liaison

**Roll Call** – Chair Sharp called the meeting to order at 3:15 p.m. and a quorum was established.

### **New Business** –

#### A. **Action Item: Adopt City of Mountain Home Emergency Action Plan**

Trustee Sykes provided an overview of the City of Mountain Home's Emergency Action Plan in response to the coronavirus pandemic and with Governor Little mandating a 21-day stay-at-home order, the City will be sending all non-essential staff home.

Trustee Fesperman asked how current library materials that are checked out would be handled. Director Lamb advised that when Governor Little issued the stay-at-home order, the Library closed the book drop and attached a sign advising everyone to keep their materials. Additionally, all LYNX! Libraries extended material due dates until June 1<sup>st</sup>.

Trustee Fesperman asked if staff that are sent home still accrue their normal leave. Trustee Sykes advised yes, they would.

Trustee Green asked about how part-time employees would be handled. There was discussion regarding the Library having permanent part-time employees. Trustee Sykes advised that he would ensure they received their normal pay during the closure.

Chair Sharp asked to take up the adoption of the City of Mountain Home Emergency Action Plan first and then determine Director Lamb's schedule during the closure.

Trustee Green moved the Board adopt the City of Mountain Home Emergency Action Plan. Seconded by Trustee Fesperman. Motion carried.

Trustees and Director Lamb discussed options regarding Lamb's work schedule and ways to continue advertising Library services. Director Lamb's recommendation was that he maintain the 10:00 a.m. to 2:00 p.m. schedule thru April 3<sup>rd</sup> and then work remotely as needed. Chair Sharp asked that the Library Director physically inspect the building every day to ensure the safety of the facility during the closure. Lamb advised he would ensure

that happened. Trustee Sykes noted he would like to take Director Lamb's recommendation to be at the Library thru April 3<sup>rd</sup> so he can finish any projects and answer any community questions that come up.

Trustee Fesperman had a concern about obligating the Director to physically be at the facility, especially if something came up that required him to be away. Lamb noted if anything came up, he would email the Board to advise them.

**Adjourn –**

With no further business to come before the Board, Trustee Sykes moved the meeting be adjourned at 3:38 p.m. Seconded by Trustee Green. Motion carried.

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William Lamb, Library Director  
and Clerk of the Board

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Bonnie Sharp, Library Board Chair