

Regular Meeting

April 5, 2018

Library Board of Trustees

Mountain Home Public Library

790 North 10th East – Mountain Home, ID

Chairperson: Jackie Harper

Vice Chair: Bonnie Sharp

Secretary/Treas: Mary Ellen Hale

Clerk for the Board: William Lamb

Board Members Present: Trustees Jackie Harper, Mary Ellen Hale, Nadine Roberts, Stacy Swenson

Excused: Bonnie Sharp

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

Roll Call – The meeting was called to order by Chair Harper and a quorum was established.

Public Input – None

Consent Agenda –

- A. Approval of Minutes – March 2018
- B. Approval of Bills – March 2018

After a short discussion, Trustee Swenson moved the Board approve the Consent Agenda. Seconded by Trustee Roberts. Motion carried.

Old Business – None

New Business -

- A. Items Removed from Consent Agenda Section
- B. Discussion/Decision – Corporate Library Cards

Director Lamb mentioned the Library has had numerous requests over the last few years regarding some type of business card. After a short discussion, Trustee Roberts moved the Board approve Corporate Library Cards. Seconded by Trustee Swenson. Motion carried.

- C. Policy Review: Section 4.00, Use of the Library

Director Lamb advised there were a few changes necessary in this policy section. After a short discussion, Trustee Swenson moved the Board approve the policy section as presented. Seconded by Trustee Roberts. Motion carried.

D. Discussion/Possible Action – FY18/19 Budget Workshop

Director Lamb presented an overview of the FY18/19 Budget request (on file) and suggested since increased staffing was a top priority only minor adjustments be made to maintain with increased demand and costs. Director Lamb highlighted the areas he felt were of importance in the upcoming budget, including:

- Increase Salary & Fringe line to provide increased hours for the Library's part-time staff member.
- Increase postage based on new technology lease in FY19 and the need to return existing equipment.
- Increase Meetings, Schools & Dues line based on upcoming LYNX! cost-share increase.
- Increase Book budget as stipulated in the Library's Strategic Plan to meet the increasing demand and costs.

The Capital Improvement plan includes new RFID Security Gates and funding to remodel the main restrooms.

Additionally, the Board reviewed anticipated revenue for the FY18/19 Budget and discussed an anticipated decrease in fine revenue.

After a final review, Trustee Hale moved the Board adopt the proposed budget and send it to the City Council for review and approval. A second was received by Trustee Swenson. Motion carried.

E. Discussion/Decision – Automatic Renewals

Trustees and Director Lamb discussed the impact of automatic renewals on patron services. Specifically books would renew automatically two times before being aged to lost. Books would not renew if there were an active hold on the item. Trustees discussed decreasing the requested renewal to one renewal vs. two. After further discussion, Trustee Roberts moved the Board approve Automatic Renewals with one renewal. A second was received by Trustee Swenson. Motion carried. ***System limitations required automatic renewals be set at two renewals to match existing internal item records.**

Director and Other Reports

- Received a \$500 donation from the Idaho Commission for Libraries for STEM Outreach. The Library will be collaborating with West Elementary Library to facilitate STEM activities during the summer months.
- The Library will be partnering with Pioneer Federal Credit Union and the school's PTT (Parent, Teacher Together) group to support a Junior Achievement program to assist students with resume writing and other life skills.

Adjournment - With no further business to come before the Board, Trustee Roberts moved the meeting stand adjourned at 6:55 p.m. Seconded by Trustee Swenson. Motion Carried.

William Lamb, Library Director
and Clerk of the Board

Jackie Harper, Library Board Chair