

Regular Meeting

April 6, 2017

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, Kelly Everitt, Mary Ellen Hale, Nadine Roberts

Excused: Bonnie Sharp, Trustee

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 –

Consent Agenda –

- A. Approval of Minutes – March 16, 2017
- B. Approval of Bills – March 2017
- C. Approve Library closure on April 28, 2017 for Staff Development Summit
- D. Approve request to purchase snack vending machine from the Mountain Home Police Association – **Pulled from consent agenda**
- E. Approve request to modify Circulation Desk to comply with ADA standards
- F. Approve request to proceed with replacement of 1979 HVAC unit from ACCO Engineered Systems
- G. Approve request to proceed with sidewalk repair from Southern Idaho Concrete – **Pulled from consent agenda**

Trustee Roberts mentioned that the Friends of the Library had discussed the possibility of purchasing Item D either in whole or in part for the Library.

Trustee Everitt requested Items D and G be placed under New Business for further discussion.

After a short discussion, Trustee Everitt moved the Board approve the Consent Agenda as amended. A second was received by Trustee Roberts. Motion carried.

Old Business –

Discussion/Possible Action – FY17/18 Budget Workshop

Director Lamb provided an overview of the budget documents for approval by the Board. The only change made was elimination of the HVAC capital improvement request based on accomplishing that this fiscal year.

With no further discussion, Trustee Hale moved the Board approved the FY18 budget as presented and send forward to the City Council for their final approval. A second was received by Trustee Roberts. Motion carried.

New Business

Items Removed from Consent Agenda Section

Item D: Approve request to purchase snack vending machine from the Mountain Home Police Department

After a short discussion, Trustee Everitt moved the Board authorize Director Lamb to proceed with the acquisition of the vending machine either with Library funds or in cooperation with the Friends of the Library. A second was received by Trustee Roberts. Motion carried.

Item G: Approve request to proceed with sidewalk repair from Southern Idaho Concrete

After a short discussion, Trustee Everitt moved the Board authorize Director Lamb to proceed with sidewalk repair after receiving two additional bids with Director Lamb approving the lowest price. A second was received by Trustee Hale. Motion carried.

Discussion/Decision on Library Director request to modify Library hours effective June 1, 2017

Director Lamb advised that the Library has been auditing patron usage during operating hours and based on the results of that audit he would like the Board to consider an adjustment to Library hours. Currently the Library is open Monday: 9:00 a.m. to 6:00 p.m.; Tuesday thru Thursday: 9:00 a.m. to 7:30 p.m.; Friday: 9:00 a.m. to 6:00 p.m. and Saturday: 9:00 a.m. to 5:00 p.m.

Director Lamb presented the revised operational hours as Monday thru Friday: 9:00 a.m. to 7:00 p.m. and Saturday: 9:00 a.m. to 5:00 p.m. This would increase Library hours from 57.5 hours per week to 58 hours per week. The revised hours would provide more consistency for the patrons and more efficient use of staff resources.

After a brief discussion, Trustee Roberts moved the Board approve the new operational hours effective June 1, 2017. A second was received by Trustee Everitt. Motion carried.

Director and Other Reports

- The Board was provided a flyer for the Idaho Commission for Libraries Trustee Connections workshop. Trustees will get with Director Lamb if they wish to attend.
- During the last rainstorm, the Library developed a leak in the commons area where water was coming from underneath the front windows. A contractor was able to seal the window.
- The Board was presented an overview of the new circulating “Make-it-STEAM” kits and were given a preview of the upcoming “Make-it-REC” kits that will provide the community with an opportunity to check out Basketballs, Footballs, and Horseshoes to utilize our local parks with their families.
- Director Lamb met with Mike McCain, City Building Official about the roof. The City is working on a few angles to get the roof repaired and hope to have more information this summer.

Adjournment - With no further business to come before the Board, Trustee Everitt moved the meeting stand adjourned at 6:37 p.m. A second was received from Trustee Hale. Motion carried.

William Lamb, Library Director
and Clerk of the Board

Jackie Harper, Library Board Chair