

Regular Meeting

February 2, 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 Bonnie Sharp, Jackie Harper, Nadine Roberts, Mary Ellen Hale

Excused: Kelly Everitt, Chair; Matt Bundy, City Council Liaison

Others Present: William Lamb, Library Director; Art Nelson, WECRD Director; Betty Ashcraft, Citizen; Misty Sommer, Citizen; Stephen Goddard, Citizen; Leslie Goddard, Citizen; Erin Burden, Mountain Home News; Geoff Schroeder, Citizen

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

Public Input –

Betty Ashcraft, Friends of Recreation – Ms. Ashcraft presented testimony of their concern that the original ballot for the WECRD stated that the district was created to build a center. Ms. Ashcraft advised that they are concerned the original ballot is not being followed.

Stephen Goddard, Citizen – Mr. Goddard presented verbal and written testimony (on file) regarding his objection to the WECRD providing Library cards.

Art Nelson, WECRD Director was present and advised that both WECRD and City attorneys agree that they could provide Library cards and that many recreation districts in the State of Idaho provide recreational opportunities without a recreation building.

Minutes – *January 12, 2017 Special Meeting*

Minutes were reviewed and Trustee Harper moved the minutes of the Special Meeting held on January 12, 2017 be approved as written. A second was received from Trustee Hale. Motion carried.

Bills – Bills were reviewed and Trustee Harper moved the bills be approved as presented. A second was received by Trustee Sharp. Motion Carried.

Old Business –

Discussion/Possible Action – WECRD pilot project update

After hearing public input, Trustee Sharp motioned to postpone any decision until the next Board meeting to allow Trustees an opportunity to review information that was presented (on file). Trustee Sharp requested any documents that the community feels the Board should review be given to Director Lamb by February 6, 2017. A second was received by Trustee Roberts. Motion carried.

Discussion/Possible Action – Library Director Evaluation Process

Trustee Harper reported that the committee met to discuss the Library Director Evaluation process. The committee had few areas they were looking at, which included: Collection Development and Maintenance, Maintenance of new and existing programs, Budget and use of resources, Professional Development of Director and Staff, Community Involvement with the Public, City Council and other City Departments, Relationship/Supervision of Staff, Technology and Buildings and Grounds Maintenance. No further action is needed at this time.

New Business

Annual Business Meeting – 2017/2018 Nomination and Election of Officers – Chairperson, Vice-Chairperson, Secretary/Treasurer and Clerk

The Board agreed to complete nominations with a one-vote rule.

Chairperson: Trustee Sharp nominated Trustee Harper to be the Chairperson.

Vice-Chairperson: Trustee Harper nominated Trustee Sharp to be the Vice-Chair.

Secretary/Treasurer: Trustee Roberts nominated Trustee Hale to be the Secretary/Treasurer.

Clerk: The Board agreed that Director Lamb would continue as the Board's Clerk.

Trustee Sharp moved the Board accept the nominations as presented. A second was received by Trustee Roberts. Motion carried.

Annual Business Meeting – Establish date, time and posting locations of Board Meetings

Trustee Sharp moved the Board adjust their Annual Business Meeting to October to match the fiscal year. A second was received by Trustee Roberts. Motion carried.

Date: 1st Thursday of every Month except June, July and August

Time: 6:00 p.m.

Posting Locations: Library Website and Library Building

Approve request to update Board Agendas' to Consent Agendas'

After a short discussion, Trustee Roberts moved the Board approve the use of Consent Agendas. A second was received by Trustee Sharp. Motion carried.

Approve request to reschedule March 2017 Board Meeting

After a short discussion, Trustee Sharp moved the Board reschedule to March 16, 2017. A second was received by Trustee Roberts. Motion carried.

Discussion/Decision on Strategic and Tech Plan review

After a brief discussion, Trustee Sharp moved the Board extend the Library's Strategic Plan and Technology Plan to expire December 31, 2017. A second was received by Trustee Roberts. Motion carried.

Director Lamb presented information about revising the Strategic and Technology Plan including the use of surveys in the community. Director Lamb and Library staff will create a survey that will be presented to the Board at a future meeting.

Director and Other Reports

- Director Lamb reported as part of the survey for the Strategic Plan he would like to get the Board and Staff to attend community events to be able to talk with community residents one-on-one. Director Lamb also reported he would like to review the Library Hours to see if changes are needed.
- Job Descriptions are currently being revised for Library staff. The revisions will be sent forward to the City's HR consulting firm BDPA for their review. Director Lamb advised his goal with the revisions is to bring the lowest paid staff up in grade. Under the last fiscal year, the Library had over 76,000 guests through the door and staff answered over 40,000 requests for help.
- The roofer has repaired the latest roof leaks. The roofing contractor has advised he could not make any guarantees as the membrane is in rough shape and completely failing.
- The Library has finalized its change over to a Tablet based Point of Sale system for cash management. As part of that, a few network jacks will be installed in the Geared Up center.
- The Library is working on getting a new logo sign out front on the green concrete wall. Information has been sent forward to the City Building Official for their approval.

Adjournment - With no further business to come before the Board, Trustee Harper moved the meeting stand adjourned at 7:14 p.m. A second was received from Trustee Roberts. Motion carried.

William Lamb, Library Director
and Clerk of the Board

Jackie Harper, Library Board Chair