

Regular Meeting
September 6, 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, Bonnie Sharp, Mary Ellen Hale, Nadine Roberts, Stacy Swenson

Excused: Matt Bundy, Council Liaison

Others Present: William Lamb, Library Director; Stephanie Root, Mountain Home News

Trustee Roberts left the meeting at 6:50 p.m.

Roll Call – Chair Harper called the meeting to order at 6:00 p.m. and a quorum was established.

Public Input – None

Consent Agenda – ALL CONSENT AGENDA ITEMS LISTED BELOW ARE ACTION ITEMS.

- A. Approval of Minutes: April 5, 2018 – Regular
April 24, 2018 – Special Meeting
- B. Approval of Bills: May 2018, June 2018, July 2018 and August 2018
- C. Approval of Policy 4.00 – Section 4.03b: Limits on Borrowing Services
- D. Approval of Policy 4.00 – Section 4.04: Service Charges, Goods and Fines

Trustee Sharp noted that she attended the April 24, 2018 special meeting.

After a short discussion, Trustee Sharp moved the Board approve the Consent Agenda with the noted correction. Seconded by Trustee Swenson. Motion carried.

Old Business –

New Business -

A. Action Item: Items Removed from Consent Agenda Section

B. Action Item: Discussion/Decision on creation of Teen Advisory Board

Director Lamb noted that the creation of a Teen Advisory Board is one of the Library goals for 2018. Historically, teens have been the hardest age group to reach and the inclusion of this type of board will allow the Library to better reach that demographic. This board would fall under the purview of the Board of Trustees and the Library Director.

After a short discussion, Trustee Roberts moved the Board approve the creation of a Teen Advisory Board. Seconded by Trustee Sharp. Motion carried.

C. Action Item: Discussion/Decision on creation of Adult Volunteer Services

Trustees and Director Lamb discussed the request to create Adult Volunteer Services for the Library. The vision for this volunteer services group is not to replace or supplement Library staff but to increase the learning opportunities for the community. An example would be finding a volunteer to come in and teach computer workshops or English as a second language workshops. Having adult volunteer services would allow the Library to facilitate these opportunities by advertising and creating position descriptions.

After further discussion, Trustee Sharp moved the Board approve the creation of Adult Volunteer Services. Seconded by Trustee Swenson. Motion carried.

D. Action Item: Discussion/Decision on increase of copy costs

The Board was informed that increasing the current cost of copies was raised by the City Council during the budget process due to the increased costs the Library was seeing in expenses. Director Lamb advised that he was working with a vendor that may be able to reduce the ongoing copy costs. The Library is supposed to provide a service to the community and he would like to explore all options to keep the rates low. Director Lamb requested the Board postpone making a decision while talks continue with a new vendor.

Trustee Hale moved the Board table this item while Director Lamb works with a vendor to reduce costs. Seconded by Trustee Roberts. Motion carried.

E. Action Item: Discussion/Decision on becoming a passport acceptance facility

Trustees and Director Lamb had a discussion regarding the pros and cons of the Library becoming a passport acceptance facility.

After further discussion, Trustee Swenson moved the Board authorize the Library Director to start the process of becoming a passport acceptance facility. Seconded by Trustee Sharp. Motion carried.

F. Action Item: Discussion/Decision on inactive patron accounts

Director Lamb advised the Board that currently there were inactive patron accounts sitting in the library circulation system that are beyond the 5 years the library can legally collect on. Director Lamb requested the Board authorize the purging of these accounts to clean up the circulation database.

After further discussion, Trustee Swenson moved the Board authorize the Library Director to purge the old patron accounts. Seconded by Trustee Sharp. Motion carried.

Director and Other Reports

- Kurt Petty, Circulation Specialist has been appointed to the commission's library leadership advisory committee and will be traveling to Moscow, Idaho in October for the annual library association meeting.
- Director Lamb noted the roof repair process would start in October with the beginning of the new fiscal year.

Adjournment - With no further business to come before the Board, Trustee Hale moved the meeting stand adjourned at 7:08 p.m. Seconded by Trustee Swenson. Motion Carried.

William Lamb, Library Director
and Clerk of the Board

Jackie Harper, Library Board Chair