

## Special Meeting

February 13, 2019

Library Board of Trustees

Mountain Home Public Library

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

Chairperson: Jackie Harper

Vice Chair: Bonnie Sharp

Secretary/Treas: Mary Ellen Hale

Clerk for the Board: William Lamb

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Board Members Present: Trustees Jackie Harper, Bonnie Sharp, Mary Ellen Hale, Nadine Roberts, James Green

Excused: Matt Bundy, Council Liaison

Others Present: William Lamb, Library Director

**Roll Call** – Chair Harper called the meeting to order at 4:00 p.m. and a quorum was established.

**New Trustee Introduction – James Green** – Trustee Green was present and introduced himself. He moved to Mountain Home in December and was looking to become involved in the community when the Board position was advertised. Trustee Green mentioned he is looking forward to serving and helping the Library progress and grow. Trustee Green does a lot of volunteering and is looking to get involved in the community further.

Trustees and Director Lamb introduced themselves to Trustee Green and welcomed him to the Board.

**Public Input** – None

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

- A. Approval of Minutes: January 3, 2019 – Regular Meeting
- B. Approval of Bills: January 2019
- C. Approve Idaho Commission for Libraries Annual Report

Director Lamb wanted to note that the Library is required by law to submit an annual report to the State. Additionally, Lamb wanted it noted that Patron Visit statistics are gathered via door counters on each door and those door counter statistics only count those coming in. Furthermore, by definition, programming statistics are counted by each program as it takes the same amount of staff time and commitment to offer the event.

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

**Old Business** –

## New Business -

### A. Action Item: Nomination and Election of Vice-Chairperson

Director Lamb advised the Board that they no longer have a vice-chairperson so they will need to appoint a new one.

After a short discussion, Trustee Roberts moved to appoint Trustee Sharp as vice-chairperson. Seconded by Trustee Hale. Motion carried.

### B. Action Item: Discussion/Decision on March 2019 meeting

Director Lamb noted that the Library roof project would potentially go to the Council on March 11, 2019 for them to award the roof contract. Once the contract has been awarded by the Council, the Board will need to approve the dollar amount based on Idaho Code. Lamb recommended that the March 2019 Board meeting be pushed back until after March 11<sup>th</sup>.

After a short discussion on potential dates, Trustee Hale moved the Board reschedule their March 2019 regular meeting and hold a special meeting on March 13<sup>th</sup> at 6:00 p.m. Seconded by Trustee Roberts. Motion carried. **Note: Meeting time changed to 4:00 p.m. on March 13<sup>th</sup> due to scheduling conflict.**

## Director and Other Reports -

- Trustees were provided an overview of the Annual Statistical Report. The Library saw increases in most areas, including:
  - o Total Library Visits: 7.90% increase to 93,389 visits
  - o Computer Sessions: 7.34% increase
  - o Number of Children's Programs Offered: 27.66% increase
  - o Attendance in Children's Programming: 34.50% increase
  - o Number of Family Programs Offered: 106.78% increase
  - o Attendance in Family Programming: 81.33% increase
- The Library was recently awarded a couple grants. A \$300.00 grant from the Stem Action Center for staff development opportunities. The Stem Action Center will also provide \$500.00 in STEM materials for future programming. Additionally, the Library was awarded \$600.00 from the Idaho Commission for Libraries for Summer STEM outreach.
- The Library is hosting a display from Richard McKenna Charter High School that focuses on the history of Mountain Home in World War I.

- Director Lamb met with the City Treasurer regarding the upcoming budget process. The City Treasurer noted that the Library's Capital Improvement Request for a Circulation Desk Remodel was being pulled and if the Board wanted to keep it they would need to find the money out of the regular operational budget lines.
- Trustee Sharp thanked Trustees for their confidence and appointment as the new Vice-Chair for the Board. Trustee Sharp also invited Trustee Green to attend the Friend's Book Sale on February 22<sup>nd</sup> and 23<sup>rd</sup>.

**Adjournment** - With no further business to come before the Board, Trustee Sharp moved the meeting stand adjourned at 5:49 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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Jackie Harper, Library Board Chair