

## Regular Meeting

January 07, 2020

Library Board of Trustees

Mountain Home Public Library

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

Chairperson: James Green

Vice Chair: Rich Sykes

Secretary/Treas: Brad Fesperman

Clerk for the Board: Shasta Hochstrasser

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Board Members Present: Trustees Bonnie Sharp, James Green, Rich Sykes, Brad Fesperman, Mary Ellen Hale

Excused: Matt Bundy, Council Liaison

Others Present: Shasta Hochstrasser, Interim Library Director

**Roll Call** – Chair Green called the meeting to order at 5:00 p.m. and a quorum was established.

**Public Input** – None

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

A. Approval of Minutes – November 5, 2020; November 11, 2020; December 29, 2020

Chair Green asked Interim Director why coffee bar supplies were purchased when the library was closed to browsing shelves starting at the end of November. Hochstrasser stated it was stored ahead for when Idaho moves into Stage 4 of Idaho Rebounds.

B. Approval of Bills – November 2020; December 2020

- Trustee Fesperman explained FY 20/21 Financial Report through December 2020
- Chair Green noted the importance of cross training utilized between staff especially when changes happen.
- Hochstrasser noted the request for the board receiving only sections of the budget that purchases were made on each month.

Trustee Sykes asked when the last time a bid was made for cleaning was. Hochstrasser said she would find that information and provide at the next meeting.

- Trustee Fesperman noted that we currently pay \$8200 on collections. Hochstrasser noted that the service has been suspended since April 2020 – if we can cancel it, we should. We can send our own letters.

Trustee Green made a motion to approve the consent agenda. Seconded by Trustee Sykes. Motion carried.

C. **Policy Review** - Approve renewal of Internet Safety Policy

Trustee Fesperman motioned to table for next month's meeting. Seconded by Trustee Sykes. Motion carried.

## **Old Business –**

A. Action Item: Discussion/Decision on recommended changes to Section 1.00, Board of Trustees bylaws

Trustee Rich provided bylaws and asked to table it for next meeting to compare changes. Trustee Sharp made a motion to table this item until next month's meeting. Seconded by Trustee Fesperman. Motion carried.

B. Action Item: Discussion/Decision on recommended changes to Section 2.00 Personnel and Continuing Education

Trustee Fesperman noted the importance of providing opportunities to staff for continued training and education. Trustees had no recommended changes to this policy section.

C. Action Item: Discussion/Decision on allowing Mountain Home Public Library to become part of a proposed Library District

Trustee Sykes noted concerns on the need for approval from the city. There are many districts already in place. While it only takes 50 signatures, the council might require more. Glens Ferry is not interested right now. \$10,000 is also needed for fundraising (not provided by tax payer dollars)

Trustee Sharp questioned how many users would it actually serve and utilize and noted that justification would be hard due to the geographic location.

Trustee Fesperman made a motion to close discussion and take no action. Seconded by Trustee Sharp. Motion carried.

## **New Business –**

A. Discussion/Possible Action – FY17/18 Budget Workshop E-rate services

Trustee Sykes proposed bringing the money back to the city by providing internet service instead of utilizing E-rate services at a \$0 cost. Filtering & troubleshooting would also be provided.

Hochstrasser noted that currently the provider for internet also provides phone access. Would phones be able to be provided by the city? Trustee Sykes suggested talking to Allied Services to answer that question. Hochstrasser said she'd look into that.

B. Discussion/Decision on design of Library Mural

Trustees asked where the quote came from on Mural number 3. Hochstrasser noted it was taken from the book, The Giving Tree and mentioned that mural to be the staff's pick. Hochstrasser noted the need to fix the exterior of the building before the mural could be placed on the wall.

The following vote was recorded.

Chairman Green      Mural 5  
Trustee Sykes        Mural 5  
Trustee Fesperman   Mural 3  
Trustee Sharp        Mural 3  
Trustee Hale         Mural 3

The motion for Mural 3 carried.

Interim Director Hochstrasser left the meeting at this time.

**Executive Session** – Pursuant to Idaho Code 74-206(1)(b) – Personnel Matters

Chairman Green made a motion to go into Executive Session pursuant to Idaho Code Section 74-206(1)(b) – Personnel matters. Seconded by Trustee Sykes.

The Board of Trustees entered into Executive Session at 6:00 p.m.

The Board of Trustees came out of Executive Session at 6:23 p.m.

Trustee Sykes made motion to have Shasta Hochstrasser given pay at Director Salary rate. Seconded by Trustee Hales. Motion carried.

**Director and Other Reports –**

Interim Director Hochstrasser mentioned annual submission of 2020 Idaho Public Library Survey and noted numbers down due to COVID except for an increase checkouts from the library's digital collection.

Trustee Sykes mentioned the possible vaccination opportunity for city employees will be discussed at city council meeting next week.

Trustee Sykes noted seeing the lights on after hours. Hochstrasser said she would have the lights timer fixed to reflect operating hours.

Trustee Hales asked if she attends next meeting. February's meeting will be her end of term.

**Adjourn –**

With no further business to come before the Board, Chairman Green moved the meeting be adjourned at 6:40 p.m. Seconded by Trustee Fesperman. Motion carried.

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William Lamb, Library Director  
and Clerk of the Board

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James Green, Library Board Chair