

Regular Meeting
April 1st, 2021
Library Board of Trustees
Mountain Home Public Library
790 North 10th East – Mountain Home, ID

Chairperson: James Green
Vice Chair: Daniel Mercado
Secretary/Treas: Brad Fesperman
Clerk for the Board: Shasta Hochstrasser

Board Members Present: Trustees James Green, Daniel Mercado, Priscilla Sission, Samantha Trombly; Brad Fesperman; Brad Stokes, Council Liaison

Excused: None

Others Present: Shasta Hochstrasser, Library Director

Roll Call –Chair Green called the meeting to order at 5:03 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 – March 4th, 2021 & March 18th, 2021
- B. Approval of Bills – March 2021

Trustee Fesperman made a motion to approve the consent agenda. Trustee Sisson seconded.

The following vote was recorded.

| | |
|-------------------|-----|
| Trustee Green | AYE |
| Trustee Mercado | AYE |
| Trustee Fesperman | AYE |
| Trustee Sisson | AYE |
| Trustee Trombly | AYE |

Motion carried.

Old Business – None

New Business –

- A. Action Item: Items removed from the consent section – None.
- B. Discussion/Possible Action – Determine approval of HVAC bids

ACCO gave a more detailed description of services provided. Trustee Sisson asked if there were any references favorable towards Intelligent Design. Director Hochstrasser said no and

did not even know how long they have actually been in business. Director Hochstrasser did note that there has been a long-standing annual maintenance agreement with ACCO and they have been personable, dependable and responds quickly.

Trustee Sission made a motion to approve ACCO's bid in the amount of \$27,408.00. Trustee Fesperman seconded.

The following vote was recorded.

Trustee Green AYE

Trustee Mercado AYE

Trustee Fesperman AYE

Trustee Sisson AYE

Trustee Trombly AYE

Motion carried.

C. Discussion/Possible Action – Solar Panels/Picnic Tables

Chairman Green presented the possibility of adding solar picnic tables placed on either side of the library logo near the patio. Director Hochstrasser also noted there is a possible grant to apply for solar power that the library can apply for to help reduce utility costs. Library board members offered questions towards these possibilities along with their thoughts. Questions included – possible theft, vandalism, how much power would they produce, how heavy are the tables, what is the life expectancy, how to winterize them, what can insurance do for coverage, is there equipment repair/servicing option, can a company rep come out and what is reimbursable. Director Hochstrasser said she would investigate those concerns and bring answers back at next month's meeting.

D. Discussion/Possible Action – Annual Budget Review due April 15th

Trustee Fesperman spent time with Director Hochstrasser to look at the budget to see where lines needed to be changed. The goal was to see if we could utilize the money the city gives without asking for more. Estimate includes 3% annual increase. Each line is designed for certain items for that line. Trustee Mercado asked Director Hochstrasser if she was comfortable with the number of employees requested. Director Hochstrasser was only concerned about making sure there was adequate coverage and with the prospects of having the opportunity to hire a full time and part time employee, this would cover the demand. Trustee Fesperman suggested adding a quarterly review to have a better idea of how the budget changes and develops over time. All board members found this option favorable. Chairman Green made a motion to approve the Annual Budget Review. Trustee Mercado seconded.

The following vote was recorded.

Trustee Green AYE

Trustee Mercado AYE

Trustee Fesperman AYE

Trustee Sisson AYE

Trustee Trombly AYE

Motion carried.

Director Report –

- A. The city is looking at combining all departments' leases for copiers under one contract making our monthly fee set at a fixed cost along with supplying us with a new copier by the end of April.
- B. The library has started implementing 3-day quarantine for all items being turned in. We are hopeful to see Idaho coming out of the phases altogether soon.
- C. As soon as Stage 4 is implemented, there will be a need to replace the coordinator position along with another library assistant position in order to provide coverage for evenings and Saturdays.
- D. Working with Jamie McDaniel City Grants Administrator on applying for a Solar Panel Grant application.
- E. Many staff are interested in completing the certification for Library Staff Support program provided by the American Library Association. We only have one staff who does not meet the amount of hours worked to apply yet. We have enough money in the budget line for them to start when they are ready.
- F. Library Director Hochstrasser is meeting with the owners of the Porter House/Shelley Academy to give them a tour of the library and discuss partnership opportunities for the betterment of the community.
- G. The Library is collaborating with Parks & Rec, University of Idaho Extension Office and the Friends of the Mountain Home Public Library to hold a Virtual Spelling Bee on May 20th. Registration is under way and the moneys collected will go to the Friends to purchase books towards the Summer Reading Program.
- H. LYNX Directors have all agreed to implement Idaho Digital E-Book Alliance (IDEA) is a statewide partnership between the Idaho Commission for Libraries (ICfL), public libraries, and school libraries with the goal of expanding access while reducing barriers to digital e-books and e-audio content via OverDrive. Giving access to more digital books through state funding allowing our library to focus more purchasing efforts on other digital collections.
- I. Still waiting on another bid for Stucco/Paint exterior work before presenting it to the Library Board.

- J. Watch for social media advertisements promoting National Library Week next week. Despite Beverly Cleary's passing, the library will still be honoring her literary contributions on her birthday, April 12th which is known as D.E.A.R. Day (Drop Everything and Read)

Adjourn –

With no further business to come before the Board, Trustee Trombly moved the meeting be adjourned at 6:29 p.m. Seconded by Trustee Fesperman. Motion carried.

Shasta Hochstrasser,
Library Director & Clerk of the Board

James Green, Library Board Chair