

Regular Meeting  
June 3<sup>rd</sup>, 2021  
Library Board of Trustees  
Mountain Home Public Library  
790 North 10<sup>th</sup> East – Mountain Home, ID

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

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Board Members Present: Vice Chairman Daniel Mercado, Trustee Samantha Trombly, Trustee Priscilla Sission, Trustee Brad Fesperman

Excused: Chairman James Green, Council Liaison Brad Stokes

Others Present: Shasta Hochstrasser, Library Director

**Roll Call** – Vice Chairman Mercado called the meeting to order at 5:04p.m. and a quorum was established.

**Public Input – None**

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

- A. Approval of Minutes – May 6<sup>th</sup>, 2021
- B. Approval of Bills – December 2020, January 2021, February 2021, March 2021, April 2021, May 2021

Trustee Fesperman went over the current conditions and estimates of the budget for the remaining fiscal year.

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

The following vote was recorded.

Vice Chairman Mercado	AYE
Trustee Fesperman	AYE
Trustee Trombly	AYE
Trustee Sission	AYE

Motion carried.

**Policy Review –**

- A. Section 4, Number 4.03, pages 1-4
  - a. Page 1 – Director Hochstrasser noted the additional wording be added to the resident library card be free “with proof of residency”

Trustee Fesperman asked why is there a fine for overdues when they were eliminated. Director Hochstrasser explained that the overdues are associated with books received through Inter-Library Loan Services simply because we are borrowing from other libraries and are responsible for them if they become lost so the fine is established to better able our library in returning the materials back.

- b. Pg. 2 – Director Hochstrasser suggested adding a few grammatical changes that were marked in red and recommended adding onto the last sentence the words, “except in extenuating circumstances, such as a global pandemic.”
- c. Pg. 3 – Director Hochstrasser suggested adding to the list of organizations that are not charged to utilize the conference room to include the Mountain Home Adult Training Academy. Trustee Trombly suggested adding Richard McKenna Charter Schools as well.
- d. Director Hochstrasser asked the Library Board on their thoughts on charging for meeting room use. Trustee Trombly requested a viewing of the revenue the library has received over the course of 5 years to help weigh the options. Trustee Fesperman asked how the need would be met in terms of who could use the room. Director Hochstrasser said that other libraries like the Boise Public Library have a reservation system run on a first come, first serve basis. Trustee Trombly asked that we table this until Director Hochstrasser asks other libraries that are closer to our population size what they charge along with providing a 5 year look at the revenue accumulated from conference room usage.

Trustee Fesperman made a motion to approve the changes made to Sections Section 4, pages 1, 2, and 3 and note to allow public usage of the conference room now. Trustee Sission seconded.

The following vote was recorded.

Vice Chairman Mercado	AYE
Trustee Fesperman	AYE
Trustee Trombly	AYE
Trustee Sission	AYE

Motion carried.

**Old Business – None**

**New Business –**

A. Action Item: Items removed from the consent section.

None.

B. Action Item: Discussion/Decision on Postage Lease Renewal

Director Hochstrasser explained that our current postage lease is coming to an end in August and Quadiant had offered a new lease agreement to provide mailing service that will be able to be compatible with the current USPS initiative of QR coding. Trustee Fesperman asked Director Hochstrasser if the quoted amount is worth approving. Director Hochstrasser said that based on the amount of monthly Inter-Library Loan transactions, it is worth the price of the lease.

Trustee Fesperman made a motion to approve the 60 month postage lease. Trustee Trombly seconded.

The following vote was recorded.

Vice Chairman Mercado	AYE
Trustee Fesperman	AYE
Trustee Trombly	AYE
Trustee Sission	AYE

Motion carried.

### **Director Report –**

**Stucco Repair** – Currently have 2 bids but will need one more. Still looking for leads and putting out requests.

**Solar Grant** – You have to have grant money in the grant line already bookmarked in order to apply for the grant. Going to go for it next year.

**Summer Reading Program** – Virtual Reading App will be utilized like last year as well as physical reading logs to track progress. The Friends of the Mountain Home Public Library approved \$1700 worth of prizes such as movie tickets, escape room passes, skateboards and books for the program. We've also received prizes from Botanical Gardens, Children's Museum, Papa Murphy's, JumpTime, Aquarium of Boise, ZooBoise, The Cheesecake Factory, Mudslinger, & Parks & Rec.

**Hiring Update** – Interviewing has concluded for both the Library Services Specialist position and for the temporary Summer Internship. Ashlee started her position as Library Services Specialist yesterday and Alicia will begin her summer internship next week. We're excited to have both of them.

**Normal Hours Resumed** – With Jessica Mann being promoted, she will move to manning the coffee bar and vending machine. She's already bought and stocked items including office supplies for purchase. Soon she'll add charging cords and earbuds to the stock. She's also started looking at future programming for both teens and adults along with looking at future partnerships with local groups.

**In-House Programming Resumed** - Bianca has started the Summer Reading Program and will start providing in-house programming on June 1<sup>st</sup> to include the following schedule:

- **Mondays** –  
10:30 Parks & Rec Adventure Camp Library Visit  
Virtual Yoga (on social media)
- **Tuesdays** –

10:30 Bilingual Storytime  
11:00 Storytime Club

- **Wednesdays –**  
11:00 Music & Movement
- **Thursdays –**  
Virtual Magic Trick Tutorial (on social media)
- **Fridays –**  
11:00 Music & Movement

### **New Business**

**April 2021 Overview Stats – May 1<sup>st</sup> – May 27<sup>th</sup>**

#### **Continued Education Webinars –**

Mark – 1

Jessica – 1

Bianca – 4

Michelle – 3

Meghan – 7 (Taking a virtual workshop with the Library Journal Professional Development. Once completed, she will then educate the rest of staff)

**Total – 16 hours**

Shasta just started her last semester this week. Chairman Green has already read her finished practicum paper but can distribute it to the rest of the board if they are interested in reading it.

### **Adjourn –**

Before adjourning, Vice Chairman Mercado wanted to applaud Director Hochstrasser and staff for being able to return to normal hours after having utilizing creative ways to interact with the public and provide services during the pandemic. Director Hochstrasser said she would pass this on to the staff.

With no further business to come before the Board, Trustee Fesperman moved the meeting to be adjourned at 6:15p.m. Seconded by Trustee Trombly. Motion carried.

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Shasta Hochstrasser,  
Library Director & Clerk of the Board

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James Green, Library Board Chair