

# Regular Meeting

July 1<sup>st</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: Chairman James Green, Vice Chairman Daniel Mercado, Trustee Samantha Trombly, Trustee Priscilla Sission, Trustee Brad Fesperman

Excused: Council Liaison Brad Stokes

Others Present: Nathan Fontes, Mountain Home News, Shasta Hochstrasser, Library Director

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

## **Public Input – None**

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

A. Approval of Minutes – June 3<sup>rd</sup>, 2021

B. Approval of Bills – June 2021

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

The following vote was recorded.

Chairman Green AYE

Vice Chairman Mercado AYE

Trustee Fesperman AYE

Trustee Trombly AYE

Trustee Sission AYE

Motion carried.

## **Policy Review –**

A. Section 4, Number 4.04, pages 1-4

Vice Chairman Mercado suggested that on page 1, item 1 be changed to say, "Possessing a deadly or dangerous weapon within the library building and/or library grounds."

Chairman Green made a motion to approve Policy Section 4, Number 4.04, pages 1-4 with suggested revision made to pages 1, item 1. Trustee Trombly seconded.

The following vote was recorded.

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

Motion carried.

### **Old Business –**

- A. Action Item: Items removed from the consent section.  
None.
- B. Discussion: HVAC Update – On June 10<sup>th</sup>, Director Hochstrasser had ACCO come out to look at the HVAC units after smelling smoke and the thermostat in the director’s office had stopped working. They reported that one of the older HVAC unit’s motor burned up and shorted the thermostat along with burning a hole through the case. They were able to switch out with a replacement motor and thermostat the next day.
- C. Discussion: Roof Leak Update – One June 10<sup>th</sup>, a staff member noticed a leak near the mystery section where the support beam is located. Director Hochstrasser called the roofing company who came out at said the roof was fine but there is a leak in the drainpipe. The director then called a local plumber who closed the leak.
- D. Discussion: Computer Lab Update – Currently the computer lab is having issues with the software DeepFreeze being able to merge with Envisionware software so that patrons can log onto the computer and their information is wiped after they log off. IT is in the process of troubleshooting why there’s a disconnect. The director will keep the library board updated with any changes.

### **New Business –**

- A. Action Item: Items removed from the consent section.  
None.
- B. Action Item: Discussion/Decision Replacement Servers for Video Server/AppServer/Domain Controller MT Library

The director explained that IT had stressed the need to replace the servers due to its age and functionality. IT gave details on the current server having been released in 2009 with a ship date of Aug 2, 2010. IT explained that typically a server is considered end of life 5 to 7 years after ship date from manufacture. IT presented a quote for a new server to replace the old system. Director Hochstrasser recommended to the library board to approve the replacement by using the levy funding available. Currently the levy balance is \$53,224.00. If used to purchase the equipment, the balance would then be \$27,949.09. Trustee Fesperman asked what happens to the old equipment. Director Hochstrasser said she could ask IT but imagines that the due to the age, there might be a lack of benefit to utilize elsewhere.

Trustee Fesperman made a motion to approve the purchase of the replacement servers quote presented by Allied Business Solutions. Trustee Sission seconded.

The following vote was recorded.

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

Motion carried.

## **Director Report –**

### **Old Business**

**Summer Reading Program** – July 10<sup>th</sup> is the last day of the Summer Reading Program. 434 participants have signed up as of July 1<sup>st</sup>.

Total books read = 3,259; Total Minutes read = 77,209

We had 325 people come to our Family Night with Corbin Maxey.

**Stucco Repair** – Still looking for leads and putting out requests however I had a company come out on 06/23/2021 and he told me he'd get a quote put together soon. Due to the big difference in pricing I've received so far, I may collect 5 bids just to give us a better idea services available.

**Hiring Update** – Summer Internship & New Hire have been great additions. Our intern Alicia has been a big help with the Summer Reading Program along with making sure the kids section looks neat and tidy.

**Coffee shop/Vending Machine money** – The last two weeks have brought in \$60 - \$70 a week. Total amount accumulated in the month of June was \$217.51.

### **In-House Youth Programming Resumed –**

- **Mondays –**
  - 10:30 Parks & Rec Adventure Camp Library Visit
  - Summer School Class Visits
  - Virtual Yoga (on social media)
  - Summer Reading Program Reporting

- **Tuesdays –**  
10:30 Bilingual Storytime  
11:00 Storytime Club  
Summer Reading Program Reporting
- **Wednesdays –**  
10:00 – 10:30 Music & Movement (just added)  
11:30 - Noon Music & Movement  
Summer Reading Program Reporting
- **Thursdays –**  
Virtual Magic Trick Tutorial (on social media)  
Summer Reading Program Reporting
- **Fridays –**  
10:00 – 10:30 Music & Movement (just added)  
11:30 - Noon Music & Movement  
Summer Reading Program Reporting
- **Saturdays –**  
Summer Reading Program Reporting

**New Business**

**June 2021 Overview Stats – June 1<sup>st</sup> – June 24<sup>th</sup>**

**Physical Circulation Increase percentages comparison May/June**

1. Youth Easy Reader Level #2 - 252.27%
2. Youth Easy Reader - 178.72%
3. Youth picture Book - 102.01%
4. Youth Easy Readers 73.33%
5. Youth Fiction - 62.95%
6. Youth Graphic Novel - 58.00%
7. Teen Graphic Novel - 47.87%
8. Youth Non Fiction - 39.20%
9. Youth Board Books - 33.33%
10. Teen Fiction - 15.44%
11. Adult Fiction - 3.49%
12. Movie Collection - 0.37%

**CPR Training -**

I've connected with Don Nesbitt from the Red Cross and he will be providing staff with CPR training during the month of July. It will be a blended training of online/hand-on (5.5 hours).

The Library Board recommended that the director find an entity that would be able to do the training possibly for free. Director Hochstrasser said she would makes some calls.

**Continued Education Webinars –**

- Mark – 1
- Jessica – 4
- Bianca – 2

Michelle – 1  
Meghan – 3  
**Total – 11 hours**

**Shasta is currently reading the following books for her History of Libraries course,**  
Dark Archives: A Librarian's Investigation Into the Science and History of Books Bound in Human Skin  
by Megan Rosenbloom  
Into the Archives: Writing and Power in Colonial Peru by Kathryn Burns

Shasta also just catalogued her first book from inception to completion! (It took a good 1.5 hours to complete)

**Adjourn –**

Before adjourning, Chairman Green would like to see Bianca become a notary. Director Hochstrasser said she would start the process.

Trustee Fesperman would like to review the meeting room payment amount next month.

Director Hochstrasser asked the library board if they had been informed of a possible replacement of shelf endcaps. No one had. Director Hochstrasser said she would present the estimate to the board that was given to her a couple of weeks ago.

Chairman Green asked that there would be a focus on more adult programming. Director Hochstrasser said she would work with staff to implement programming in the coming months.

Nathan Fonte said he would add in the paper that the library is a refuge from the heat this summer.

Chairman Green mentioned receiving comments from city departments and others about how much they appreciate working with Director Hochstrasser and staff. Director Hochstrasser said she would pass this on to the staff and has appreciated the support of the library board.

With no further business to come before the Board, Chairman Green moved the meeting to be adjourned at 5:41p.m. Seconded by Trustee Fesperman. Motion carried.

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Shasta Hochstrasser,  
Library Director & Clerk of the Board

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James Green, Library Board Chair