

Regular Meeting
August 5th, 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: Vice Chairman Daniel Mercado, Trustee Samantha Trombly, Trustee Priscilla Sission, Trustee Brad Fesperman

Excused: Chairman James Green, Council Liaison Brad Stokes

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

Roll Call – Vice Chairman Mercado called the meeting to order at 5:01p.m. and a quorum was established.

Public Input – NONE.

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

- A. Approval of Minutes – July 1st, 2021
- B. Approval of Bills – July 2021

Policy Review –

- A. Section 4, Number 4.05a & 4.05b

Trustee Trombly asked if there was any kind of awareness for patrons before using the computers. Director Hochstrasser said that when patrons first log on, there is a screen noting they agree to usage and will give detail specifically what the screen says at the next meeting. 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.

Old Business –

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

None.

- B. Discussion: Meeting Room Pricing in Policy Section 4, Number 4.03, page ¾

Trustee Fesperman asked if the meeting room cost should be suspended. Trustees noted that other libraries had costs associated with meeting room usage. Trustee Sission was concerned about liability afterhours and asked Director Hochstrasser to ask the City attorney about the policy wording.

Trustee Fesperman moved that there is no changed to the pricing of the meeting room policy. Trustee Sission seconded.

The following vote was recorded.

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

Motion carried.

- C. Discussion: Spacesaver End Panel Proposal

Proposal had been made last year and Director Hochstrasser wasn't interested in pursuing purchase but wanted to show the Library Board simply for awareness.

Trustee Sission moved the board decline the Spacesaver End Panel Proposal. Trustee Fesperman seconded.

The following vote was recorded.

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

Motion carried.

New Business –

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

None.

- B. Action Item: Stucco Repair & Exterior Paint Proposal

Trustees noted the gap in pricing of the bids along with coming to the end of the budget year whether it's better to wait. Director said it's not a pressing need and that it's more to give an idea of cost. Trustee Trombly asked how much longer life do the last two HVAC units have until they need to be replaced. Director Hochstrasser said she will ask ACCO Engineered Systems. Trustee Fesperman asked to table item until September meeting when there's a clearer picture of the budget revenue in order to keep money in the levy line in case it's needed to replace the other two HVAC units.

- C. Action Item: Cement Installation & purchase of Outdoor Book drop

Director Hochstrasser has noticed that many patrons utilize the outside book drop but are inconvenienced in getting out of their car to drop items off. There is a corner in the parking lot which could potentially hold a drive-by book drop as a better convenience for patrons who may have trouble getting out of their vehicles. Trustee Trombly noted the need is valid but unsure looking at the budget. Director Hochstrasser suggested possibly talking to the Friends of the Mountain Home Public Library to ask for a portion towards the project. Trustee Sission said she would help present the request with Director Hochstrasser. Vicechairman Mercado said he would talk to the mayor to see if it's possible to get assistance from the ARPA funding to build the sidewalk space required. Vicechairman Mercado asked to table item until information has been obtained.

Director Report –

Old Business

CPR Training – Currently in contact with Central District Health to look at a potential partnership with St. Luke's to provide training.

Grants –

- Summer Intern Grant – Alicia completed her hours and I will be submitting the final report soon. We really appreciated her willingness to learn various duties and show flexibility in her schedule to provide assistance when needed. We hope to see this grant opportunity available to apply for next summer.
- Keep Students Learning and Adults Earning/ARPA (America Rescue Plan Act) Grant – The Idaho Commission for Libraries gave libraries the opportunity to apply for funding and I presented a proposal applying for \$3,000 to utilize towards the purchase of laptops and mobile hotspots available for checkout. We just received confirmation on July 12th that the proposal was accepted. Next board meeting I will draft a laptop policy for approval.

- ICFL's IMLS ARPA OverDrive Funds application – We were approved to receive \$2,000 to used towards adding items to the library's digital collection.
- ICFL's "Let's Talk About "program – The Library was approved for the Idaho Commission for Library's book discussion program. They provide multiple copies for patrons to check out and we set up a time to have a guest professor come lead each book discussion. It has been 3 years since our library has been a participant and we are excited to bring it back this year. We are also collaborating with the Mountain Home Arts Council and together we picked the theme and our 3 chosen titles. The program will tentatively coincide with the Winter Adult Reading Program as an incentive to participate in both programs.
- Emergency Connectivity Fund Program – I talked to City Hall and they said I could potentially apply for it and delay utilizing until the next fiscal year begins.

New Business

July Stats

of Items cataloged = 169

of computer sessions = 696

of Reader Advisor Questions = 2,685

of items checked IN = 4,506

of items checked OUT = 5,779

of eBooks checked OUT= 290

of eAudios checked OUT = 85

of Patron visits JUNE 1-28 = 4,299

of Patron visits July 1 - 28 = 4,618

of notarizations = 5

of proctor tests = 0

of new / renewed cards = 253

Staff training #'s = everyone completed 3

of ILL's requested BY US to receive for our Patrons = 29

of ILL's requested FROM US to send to another library = 0

Total # of items owned = 53,122

Meghan (Circulation Coordinator) has been organizing our patron accounts and cleaning up expired records. I have included her report in the packet.

Jessica (Teen & Adult Programming Coordinator) & Bianca (Youth Services Coordinator) will be attending Idaho Out-of-School Network's Power Up Summit conference held in Boise on September 9th-10th. This conference is for those who run programs or offer services that youth may access out-of-school: summer, afterschool, camps, or even online. The theme this year is "Build Up!" In-person conferences are always beneficial to connect with other libraries and share ideas.

Betty Zimmerman on behalf of the Clark, Ibsen and Zimmerman families contributed \$1,000 towards adding materials to the collection for the betterment of Mountain Home youth. After consulting with Bianca, we have used the funds through the Friends of the Mountain Home Public Library to purchase juvenile graphic novels and have received the first shipment of books recently. The next shipment will be arriving soon and we'll provide an unboxing video on social media and give our thanks to the families for their generous donation.

The Friends of the Library and I had a meeting on July 23, 2021 at 11am. They expressed their request of having the Book Nook moved to its former spot. I have included my response and welcomed them to attend then next Library Board meeting to express their view.

Adjourn –

With no further business to come before the Board, Trustee Fesperman moved the meeting to be adjourned at 6:13p.m. Seconded by Trustee Trombly. Motion carried.

Shasta Hochstrasser,
Library Director & Clerk of the Board

James Green, Library Board Chair