

Regular Meeting - **DRAFT**

November 5, 2020

Library Board of Trustees

Mountain Home Public Library

790 North 10th East – Mountain Home, ID

Chairperson: James Green

Vice Chair: Rich Sykes

Secretary/Treas: Brad Fesperman

Clerk for the Board: William Lamb

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

Excused: Mary Ellen Hale, Trustee

Others Present: William Lamb, Library Director; Matt Bundy, Council Liaison; Paul Fitzer, City Attorney (arrived at 6:00 p.m.)

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 CONSENT AGENDA ITEMS LISTED BELOW ARE ACTION ITEMS.

- A. Approval of Minutes: October 1, 2020; October 9, 2020
- B. Approval of Bills: October 2020
- C. Approve annual pay increase for Library Director and authorize Board Chair to sign
- D. Approve continuing participation with federal eRate program for Library internet services

Trustee Sykes noted on the October 1, 2020 minutes there were additional nominations for Vice-Chair and would like the minutes to reflect those nominations. Director Lamb advised he would make those corrections.

Trustee Sykes advised on Item C he did not have the authority to approve the Director's pay raise which is why it is on the agenda. Trustee Sykes also requested to pull Item D.

Trustee Fesperman asked Director Lamb about an upcoming payable for door counters. He was wanting to know why the annual maintenance was coming from the levy fund. Lamb advised that it was a package deal for the initial purchase and the future years of maintenance would be coming out of the regular operating lines.

Trustee Sykes made a motion to approve the consent agenda with additions to October 1, 2020 minutes, pulling item D and authorizing the Chair to sign pay increase for Director. Seconded by Trustee Fesperman. Motion carried.

Policy Review –

- A. **Section 3.00, General Objectives, Service Priorities, and Hours:**

Trustee had no recommended changes to this policy section.

Old Business –

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

Trustees and Director Lamb discussed how best to handle recommended changes and whether it should be done recommendation by recommendation.

Director Lamb advised it may be easier to have the actual proposed final wording established and then that can come back to the Board for review/approval.

Chair Green proposed creating a work committee to look at the recommended changes that can then come back to the Board for review. Trustee Sykes seconded the proposal. All in favor.

Trustees decided that Chair Green and Trustee Sykes will be on the working committee.

Trustee Sykes made a motion to table this item until the recommendations and Director Lamb's concern could be reviewed by the working committee. Seconded by Trustee Fesperman. Motion carried.

New Business –

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

Item D: Approve continuing participation with federal eRate program for Library internet services.

Trustee Sykes advised he had concerns approving something that did not include any details regarding costs or term length. Director Lamb advised this approval request is only to go out and get those details, not to approve an actual vendor. Lamb continued that per eRate rules, the Library is required to advertise their needs for 28-days, so all eligible vendors have an opportunity to respond and provide their bids.

Lamb stated that the Library's internet bill is effectively zero dollars after eRate and State Broadband Reimbursement is factored in. Lamb felt that continue with the eRate program and soliciting those bids made the most economical sense as it keeps the Library's costs down. Not having an eRate provider that provides the firewall and content filtering could add additional annual costs to the Library's budget.

After further discussion, Trustee Sykes made a motion to have Director Lamb request internet proposal through the eRate program. Seconded by Trustee Fesperman. Motion carried.

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

Trustee Fesperman made a motion to table this item pending recommendations from the working committee. Seconded by Chair Green. Motion carried.

C. Action Item: Discussion/Decision on timeline of filling open part-time position

Chair Green advised that after speaking to Director Lamb regarding the discussion of changing the permanent part-time position to seasonal part-time he believes there was a misunderstanding regarding that position.

Director Lamb stated that this specific position has been fully funded for the last five years. The Library had two permanent part-time positions and one was eliminated during the FY21 budget process which left the Library with a single permanent part-time position to fill.

Trustees and Director Lamb discussed timelines to fill the position. Director Lamb advised he would like to fill it around February so they are trained and ready to go for the summer reading months.

Trustee Fesperman noted he had no objections to the position if it is funded but wanted to see what changes were going to be recommended for the hiring of staff.

Trustee Sykes made a motion to table this pending further discussion by the working committee on hiring guidelines. Seconded by Trustee Fesperman. Motion carried.

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

Director Lamb provided a presentation to the Board (on file) regarding the process necessary to move the Mountain Home Public Library from a City library to a District library.

After discussion, Trustee Sykes made a motion to have Chair Green attend a City Council meeting and speak with the Council regarding MHPL moving to a Library District. Seconded by Trustee Fesperman. Motion carried.

Director and Other Reports –

- Director Lamb noted that the new ADA sidewalk has been completed.
- The Library has increased the number of virtual programs it offers to the community and it has been well received.

- The local community canvas has submitted mural ideas and those will be coming to the Board in December for review.

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

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

The following vote was recorded:

Trustee Green	AYE
Trustee Sykes	AYE
Trustee Fesperman	AYE
Trustee Sharp	AYE

The vote being unanimous, the motion was carried and so ordered.

Director Lamb and Councilman Bundy left the meeting at this time.

The Board of Trustees entered into Executive Session at 6:14 p.m.

The Board of Trustees came out of Executive Session at 7:04 p.m.

Adjourn –

With no further business to come before the Board, Trustee Sykes moved the meeting be adjourned at 7:04 p.m. Seconded by Trustee Fesperman. Motion carried.

William Lamb, Library Director
and Clerk of the Board

James Green, Library Board Chair