

Regular Meeting - **DRAFT**

September 1<sup>st</sup>, 2022

Library Board of Trustees

Mountain Home Public Library

790 North 10<sup>th</sup> East – Mountain Home, ID

Chairperson: Daniel Mercado

Vice Chair: Priscilla Sisson

Secretary/Treas: Samantha Venable Harjo

Clerk for the Board: Shasta Hochstrasser

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Board Members Present: Chairman Daniel Mercado, Vice Chair Priscilla Sisson, Trustee James Green, Trustee Samantha Trombly, Council Liaison Brad Stokes

Excused: Secretary/Treasurer Samantha Venable Harjo

Others Present: Library Director – Shasta Hochstrasser  
Sawyer Crenshaw – Mountain Home News

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

**Public Input** –

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

- A. Approval of Minutes – August 4<sup>th</sup>, 2022
- B. Approval of Bills – July 2022, August 2022

Director Hochstrasser just noted that the current amounts for the book budget and programming budget need to be reconfigured due to some promotional discounts given after invoices were turned in.

Trustee Green made a motion to approve the consent agenda and bills presented.

Trustee Trombly seconded.

The following vote was recorded.

Chairman Mercado                      AYE

Vice Chair Sisson                        AYE

Trustee Trombly                         AYE

Trustee Green                            AYE

Motion carried.

## **Old Business –**

### **A. Discussion:** Book Drop Update

Harjo Motorsports Owner – Scott Harjo was unable to make the library board meeting to give the board an update. We'll refer to him at the next meeting.

### **B. Discussion:** Telehealth in Libraries

Director Hochstrasser wanted to update that the interest application period opened, and she applied. Reminder was made that this program is not labeled a grant and that the Idaho Department of Health and Welfare would be providing the funding for the entire request. Director Hochstrasser hopes to hear a verdict back soon.

### **C. Discussion:** Summer Intern Grant Final Report

Director Hochstrasser submitted the final report noting how much this grant was appreciated. The summer intern was quick to catch on to library processes as well as learned to grow their customer services skills. The intern was also interested in any opportunity for hire in the future. Discussion continued in item B of new business.

## **New Business –**

### **A. Action Item:** Items removed from the consent agenda

### **B. Discussion:** New Hire

The library's part time employee, Alicia gave her resignation on August 12<sup>th</sup> due to her need to focus on academic studies. The library's summer intern program was in the process of wrapping up. Director Hochstrasser contacted human resources to ask on procedure on being able to offer the now open part time position to the current summer intern and was given the go ahead. Aspen accepted the position, and all the staff are excited as a result. Director Hochstrasser made note to mention this development on the final report of the Summer Intern Grant paperwork. Chairman Mercado was happy to see this program be a continued benefit to the library and asked if Director Hochstrasser knew if the Commission would provide this grant next year. She could not confirm but noted that due to the increase in funding from the previous year, it looks promising to see it continue.

### **C. Discussion:** Fiscal budget 2022/23 Updates

Director Hochstrasser let the board know that city council approved the 2022/23 budget but wanted to note that part of the book budget amount was distributed in a couple of lines that required additional funding due to supplies, consortium costs and E-rate buffer in case it was needed. Trustee Green appreciated that we were being careful using taxpayer dollars.

## Director Report –

### Old Business

**COVID-19 Test Kits Partnership** – The library's partnership with Color Health, Inc. provide a 1-year membership to the Association for Rural and Small Libraries. This membership has given staff the ability to register for trainings with the chance of getting it for free. We've already saved \$600.00 in potential training funds.

**E-rate Filing** – Yesterday Director Hochstrasser received word from the FCC that the appeal for the waiver was granted and later verified with USAC that they will be connecting with the FCC to update the library's e-rate cost.

### New Business

#### **August Stats –**

# of Teen/Adult Circ.: 2,394

# of Youth Circ.: 2,602

# of items cataloged: 359

# of computer sessions: 740

# of RA: 3,252

#of items checked IN: 4,371

# of items checked OUT: 5,370

# of eBooks checked out: 251

# of eAudios checked out: 123

# of patron visits (door count): 4,820

# of notarizations: 7

# of proctored tests: 0

# of new/ renewed cards: 210

Staff training: ML: 3, MB: 2, MF: 3,

JM: 0, BG: 2, AR: 0, SH: 1

# of ILL's requested BY US to bring in for our patrons: TBD

# or ILL's requested FROM US to send out to other libraries: 0

Total # of items owned: 55,702

Total # People Booked a Librarian: 4

Number of items found on the shelf not checked in = 4

**Sex Offender Registration Notification and Community Right to Know Act** – We have the need to post a notice on all the library entrances regarding Title 18, Chapter 83, 18-8329, (a). I have asked our city attorney to draft an appropriately worded notice and will send a copy to each board member when it is complete. I have also asked staff to alert myself and police of anyone violating this notice.

**September is Library Card Signup Month** – The prize wheel will sit up at the front desk and any patron who signs up to get a new library card/renewal will get to spin to win a prize. With financial support from the Friends, various prizes will include new books, 10 non-res memberships, 24 butterfly magnetic bookmarks, 6 metal feather bookmarks, free beverages from the coffee bar, 2 guided writing journals, and 2 karaoke Bluetooth microphones.

**American Girl Tea Party/Dangerous Day for Boys** – The Friends approved the entire funding request for both events. Dangerous Day for Boys will be held on September 24<sup>th</sup> with two sessions at Noon and 2:30pm. They'll be putting together STEM vehicles and racing them around the library. The American Girl Tea Party will feature the doll Samantha this year who lived in the early 20<sup>th</sup> century. The event will be held on October 1<sup>st</sup> with two sessions at Noon and 2:30pm. Participants will handle china teacups, enjoy pinwheel sandwiches and receive a party favor of a locket necklace just like our featured American Girl has.

**Junior Hangouts Program** – These events are geared for ages 9-15. This first one has a theme focused on Post-Apocalyptic Survival with special local author guest Dana Quinney who will be promoting her book series, Scavenger. We will be making slingshots, learning about plants, animals, and gardening as well as having to use a compass to find hidden treasure. Dana Quinney's book will be the treasure.

**D&D One Shot Game** – The first day of promoting quickly had all the registered spots filled. Our volunteer Dungeon Master referred us to another individual who will be able to provide another session during the month. We hope this program creates a love of verbal storytelling as well as another way to bring in people from the community.

**StoryWalk** – In the beginning of September, Darcy will be filling out the Community Health Improvement Fund Grant with St. Luke's to see if we can use to purchase the 10 additional panels. If funded, we'll be able to post 10 panels in Legacy Park and 10 panels along the walking path.

**Teen VR Programming** – In the beginning of September, I will also be filling out the Community Health Improvement Fund Grant with St. Luke's to see if we can use to purchase the VR equipment needed to provide programming that will educate teens on best practices with mental health.

**Hiding in Plain Sight** – Mental health needs and deaths by suicide have been major concerns in Idaho and across the country. Covid-19 has added to the toll on families and individuals, especially our youth, which is underscored by the U.S. Surgeon General's advisory that highlights "...the urgent need to address the nation's youth mental health crisis." In support of this call to action, the library is working with St. Luke's to help community-wide efforts to address youth mental illness. There will be a special event on September 26<sup>th</sup> 6-8pm in the library meeting room with a 30-minute preview of the TV documentary "Hiding in Plain Sight" followed by thoughtful conversation between participants. Due to the mature content, high school ages 16 and older are welcome to attend.

### **Adjourn –**

With no further business to come before the Board, Trustee Green moved the meeting be adjourned at 5:25p.m. Seconded by Trustee Sisson. Motion carried.

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Shasta Hochstrasser,  
Library Director & Clerk of the Board

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Daniel Mercado, Library Board Chair