

## Special Meeting - **DRAFT**

April 13<sup>th</sup>, 2023

Library Board of Trustees

Mountain Home Public Library

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

Chairperson: Samantha Venable-Harjo

Vice Chair: Priscilla Sisson

Secretary/Treas: Christina Mattern

Clerk for the Board: Shasta Hochstrasser

---

Board Members Present: Chair Samantha Venable-Harjo, Secretary/Treasurer Christina Mattern, Trustee Jake Aplin, Trustee Daniel Mercado

Excused: Vice Chair Priscilla Sisson, James Green – City Councilman

Others Present: Shasta Hochstrasser – Library Director  
Paula Szafranski – Mountain Home City Treasurer  
Sawyer Crenshaw – Mountain Home News (in at 5:45pm)

**Roll Call** – Chair Venable-Harjo called the meeting to order at 5:30p.m. and a quorum was established.

**Public Input** – **None**

### **Old Business** –

#### A. **Action Item:** Annual Budget Review

Director Hochstrasser invited city treasurer, Paula Szafranski to go through the budgeting process and the various spreadsheet documents that are needed to be able to present a balanced budget before the city council for approval. Director Hochstrasser mentioned that one of the questions the library board wondered was whether they are able to be at the city budget meeting. Paula confirmed that they would be more than welcome to have them there. Chair Venable-Harjo asked concerning the grant line and if there was a potential grant that the library would like to apply for but does not have the necessary amount budgeted. Would there be anyway to still be able to apply? Paula explained that it would depend on whether there would be enough money in the city budget. If there is no available money in the city budget, you would not be able to apply. If there is, it would need to be presented to the city council, giving them a timeline and justification to receive approval of funds. After looking over the expenditures, the updated CIP costs, salaries & fringe, projected carryover & revenue, the annual budget for the Fiscal Year 23-24 is under budget if the CIP is not approved. If the whole Capital Improvement Plan is approved, the budget would be over, however Paula did point out that the library has not requested any money towards the CIP in the last 4 years due to having utilized the levy amount received to replace the roof and coming under cost, were able to make other use for other repairs such as the HVAC unit replacements and the replacement server. Paula also mentioned that there will still be time to edit the budget if it is needed.

Trustee Aplin made a motion to approve the annual budget review.

Trustee Mercado seconded.

The following vote was recorded.

Chairman Venable-Harjo	AYE
------------------------	-----

Secretary/Treasurer Mattern	AYE
-----------------------------	-----

Trustee Aplin	AYE
---------------	-----

Trustee Mercado	AYE
-----------------	-----

Motion carried.

**Adjourn –**

With no further business to come before the Board, Trustee Aplin moved the meeting be adjourned at 6:08p.m. Seconded by Secretary/Treasurer Mattern. Motion carried.

---

Shasta Hochstrasser,  
Library Director & Clerk of the Board

---

Samantha Venable-Harjo,  
Library Board Chair