

Regular Meeting - **DRAFT**

April 6th, 2023

Library Board of Trustees

Mountain Home Public Library

790 North 10th 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
Sawyer Crenshaw – Mountain Home News

Roll Call – Chair Venable-Harjo called the meeting to order at 5:05p.m. and a quorum was established.

Public Input –

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

A. Approval of Minutes – March 2nd, 2023

B. Approval of Bills – February 2023 & March 2023

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

Trustee Mattern seconded.

The following vote was recorded.

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| Chairman Venable-Harjo | AYE |
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| Secretary/Treasurer Mattern | AYE |
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| Trustee Aplin | AYE |
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| Trustee Mercado | AYE |
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Motion carried.

Old Business –

A. Discussion: Bookdrop Update

Due to the fact that the book drop was given a powdered coat of paint, it has a warranty attached. However if we were to screw in any kind of signage, the warranty is

then void unless they put it on for us. The laser contractor had to be replaced by another vendor and hopefully will be finished in the next week and then taken to be secured to the bookdrop.

B. Discussion/Action Item: Privacy Pod Update & Dedicate after Healthcare Worker

Director Hochstrasser noted that there are other study areas in other libraries that are named after local community members and thought that it would be fitting to name the privacy pod after a local healthcare worker. Chairperson Venable-Harjo presented the name of a previous pediatrician who solely practiced here in Mountain Home for many years before passing away from leukemia. The rest of the board seemed favorable towards the highlighted name and Chairperson Venable-Harjo said she would reach out to their family for permission to use their loved one's name as a tribute to the library's new resource.

New Business –

C. **Action Item:** Items removed from the consent agenda.

D. **Discussion/Action Item:** Security Camera Replacements

Director Hochstrasser wanted to know if the board would be willing to utilize the levy funding to purchase replacement & additional security cameras needed for spotting vandalism, traffic incidents and safety concerns in and outside library grounds. The board did see merit in purchasing equipment, however Trustee Mercado was concerned about utilizing the levy when an emergency might arise and suggested we wait. Director Hochstrasser said she placed the estimate in the next fiscal year budget if the board would rather wait. The board decided to table it until the next fiscal year.

E. **Discussion/Action Item:** Annual Budget Review

Trustee Mercado asked if the CIP items had been added to the budget lines. Director Hochstrasser was unaware of that and apologized saying she should have asked the City Treasurer for clarification ahead of time. After deliberating, it was decided to plan a special meeting and ask the city treasurer to attend and answer questions to make sure due process is followed correctly. Director Hochstrasser will follow up with the city treasurer to make sure they would be able to meet next Thursday, August 13th @ 5:30pm and will confirm with the board and post the public notice.

Director Report –

Old Business

Story Stroll – Story Stroll has received a donation from Pioneer Federal Credit Union to supply us with 10 more panels. Parks & Rec also received an additional donation from the Boise Board of Realtors (National Level) to supply another 10 panels. These two contributions will enable us to install 20 panels in Richard Aguirre Park. As soon as the last 10 panels that

recently arrived are installed along the walking path, we'll celebrate with a ribbon cutting and community fun walk.

Telehealth Privacy Pod – Rachael with the Department of Health & Welfare gave a few updates with the Upgrade your Space Project. The equipment we requested has been shipped. However, with State vendor contract changes and some unforeseen circumstances, they've had to go out to bid for the pods. They're hoping to have a vendor selected and ordering by the end of April. The Health & Welfare Division of Rural Public Health will be assisting with provider outreach around our library as well as our partnership with St. Luke's.

House & Senate Bills – Due to the outcome of the legislative session, we will need to start looking at our library policies and procedures regarding minors and obscene materials. I plan to discuss with the Lynx Directors this month at our meeting what this may look like moving forward as the passed legislation goes into effect in July. **Update – Veto held!**

March Stats –

of Teen/Adult Circ.: 2,832
of Youth Circ.: 2,508
of items cataloged: 352
of computer sessions: 943
of RA: 5,011
of items checked IN: 4,597
of items checked OUT: 5,767
of eBooks checked out: 281
of eAudios checked out: 146
of patron visits (door count): 9,547
of notarizations: 16
of proctored tests: 2
of new/ renewed cards: 171

Staff training: ML: 5, MB: 3, MF: 1,
JM: 0, BG: 1, AR: 0, AS:1, SH: 0
of ILL's requested BY US to bring in for our patrons: N/A
of ILL's requested FROM US to send out to other libraries: 0
Total # of items owned: 56,620
Total # People Booked a Librarian: 4
Self-Checkout Renewals/Checkouts
YS: 2/208
Circ: 28/1,249
Number of items found on the shelf not checked in = 9

Drop Everything & Read Day – April 12th is Beverly Cleary and to celebrate what would have been her 107th birthday, we will be dropping everything and reading for 107 seconds starting at 3:30pm. We welcome the community to join us with this treasured concept that was a part of the Ramona books by reminding us of the importance of reading every day. To complete the celebration will include a special story time, singing Happy Birthday and enjoying a slice of cake.

Grants

American Library Association – Update on the grant for Libraries Transforming Communities (LTC): Accessible Small and Rural Communities has been submitted. We will receive word whether approved or it has been declined after April 19th.

Summer Intern Grant – We received word that we have been awarded this grant total of \$1,500. In the past two years of receiving this grant we've been able to provide the summer intern with the total amount of the grant. However, there are still payroll taxes that will need to be covered. I would like to utilize the library fringe line to take care of that associated cost. The board was positively receptive to that continued plan.

Summer STEM Grant – We just received word that the library was awarded the Idaho Commission for Libraries Summer STEM Grant. The grant fund of \$500 will be used towards

supplies to execute 5 STEM demonstrations that the Mountain Home City Youth Council will take charge of and present at the local Farmers Market at Railroad Park on Saturdays during the summer.

Idaho Commission for Libraries – Waiting to hear back from the Commission regarding the prospects of legislation approving funding for the Facilities and Capital Improvement grant. Update – Commission funding was approved. Waiting for the next steps to apply.

Adjourn –

With no further business to come before the Board, Trustee Mattern moved the meeting be adjourned at 6:54p.m. Seconded by Trustee Aplin. Motion carried.

Shasta Hochstrasser,
Library Director & Clerk of the Board

Samantha Venable-Harjo,
Library Board Chair