

Regular Meeting - **DRAFT**

May 4th, 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, Vice Chair Priscilla Sisson
Secretary/Treasurer Christina Mattern, Trustee Jake Aplin, Trustee Daniel Mercado

Excused: James Green – City Councilman

Others Present: Shasta Hochstrasser – Library Director

Roll Call – Library Chair Venable-Harjo called the meeting to order at 5:03p.m. and a quorum was established.

Public Input – **None.**

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

A. Approval of Minutes – April 6th, 2023

B. Approval of Bills – March 2023 & April 2023

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

Trustee Sisson seconded.

The following vote was recorded.

Chair Venable-Harjo AYE

Vice Chair Sisson AYE

Secretary/Treasurer Mattern AYE

Trustee Aplin AYE

Trustee Mercado AYE

Motion carried.

Old Business –

A. **Discussion/Possible Action Item:** Project Updates

Jessica & Bianca have been setting the pages in each panel today. Bianca recorded narration for this title and attached QR codes for strollers to access each page using a smartphone or ipad. The narration for the whole story can be found on our website

under the events calendar. We plan to have special guest readers each month, especially representatives from each of our donors.

Still waiting to hear back on the shipping and installation dates for both the drive by book drop and privacy pod. Library Chair Venable-Harjo said she reached out to the daughter for permission to use their loved one's name as a tribute to the library's new resource. She said she would run it past her father and get back to her.

New Business –

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

C. **Discussion/Action Item:** November 2023 Board Meeting

Director Hochstrasser wanted to know if the board would be willing move November's board meeting to an hour earlier in order for the library to host the monthly After Hours Event for the Chamber. It would be a great way to encourage new or returning visitor what the library has to offer the community. Since they are tentatively scheduled months in advance, we wanted to get the board's meeting time change approval first.

Trustee Mattern made a motion to approve November's board meeting time change to 4pm.

Trustee Mercado seconded.

The following vote was recorded.

Chair Venable-Harjo	AYE
Vice Chair Sisson	AYE
Secretary/Treasurer Mattern	AYE
Trustee Aplin	AYE
Trustee Mercado	AYE

Motion carried.

D. **Discussion:** Intellectual Freedom Training

Library Chair Venable-Harjo attended the Intellectual Freedom Conference and shared what she learned with the rest of the library board. The Washington Library Association hosted the conference in Spokane and most of the 40 in attendance were representing Idaho Libraries whether a director or trustee. The presenter was a former president of the Board of Trustees for the Berwyn Public Library (IL), John Chrastka is now executive director of the EveryLibrary Institute and EveryLibrary. He talked about the need to have advocates for libraries in each community. Libraries are the local representation of the constitution. John touched on looking through the eyes of various political stances and provided talking points that advocate for the library.

E. **Discussion:** Library Policies

Due to the results of the last legislative session, Director Hochstrasser wanted the board's input on moving forward with the understanding that the latest bill will likely be brought up in next year's legislative session. Meridian Library Board has considered policy changes such as no minors in the building without an adult, no minor library cards, or limited access to parts of the building. Director Hochstrasser stated that in the upcoming months the board will look at each part of the library's policy for preventative measures that may need to be in place. The library policy is a living document and should be reviewed frequently.

Director Report –

Old Business

Story Stroll – Cox's Signs have finished the printing for each panel and Parks & Rec will complete the installation and we will be adding the book pages in each panel right afterwards. Bianca is planning on recording the audio reading on and we will be adding the digital links to each panel's narrative asap. As soon as everything is set up, we'll plan on a date to celebrate with a ribbon cutting and community fun walk. Jessica & Bianca have been setting the pages in each panel today. Bianca recorded narration for this title and attached QR codes for strollers to access each page using a smartphone or ipad. The narration for the whole story can be found on our website under the events calendar. We plan to have special guest readers each month, especially representatives from each of our donors.

Telehealth Privacy Pod – Still waiting on Health & Welfare giving the estimated date of delivery and installation. I did have Ashlee reach out to local libraries that currently offer free legal services to their patrons. Lawyers in the Library is a program designed to assist low-income individuals with civil and other legal matters. We are in contact with and potentially looking at a partnership with the Idaho Volunteer Lawyers Program to provide free legal aid assistance and utilize the privacy pod for this service alongside telehealth. More information to come.

Lynx Library Consortium Update – The consortium directors met on Friday, April 27th. Twin Falls Library Board & Mountain Home Library Board both approved to have their libraries join the courier however Emmett Public Library has chosen to hold off. We have also been looking at drafting an updated agreement which would eliminate the membership levels and have all member libraries be a part of the courier. The agreement is currently being drafted by the consortium's attorney and will be presented to the directors and city attorneys to look over and discuss. We are aiming to have the final draft by the beginning of October.

New Business

April Stats –

of Teen/Adult Circ.: 2,213
of Youth Circ.: 2,019
of items cataloged: 252
of computer sessions: 831
of RA: 4,081
#of items checked IN: 3,803
of items checked OUT: 4,846
of eBooks checked out: 219

of eAudios checked out: 141
of patron visits (door count): 8,090
of notarizations: 8
of proctored tests: 2
of new/ renewed cards: 137
Staff training: ML: 1, MB: 0, MF: 2,
JM: 0, BG: 0, AR: 4, AS:0, SH: 0
of ILL's requested BY US to bring in for our patrons: N/A

or ILL's requested FROM US to send out to other libraries: 0
Total # of items owned: 56,925
Total # People Booked a Librarian: 6
Self-Checkout Renewals/Checkouts

YS: 7/154
Circ: 23/1,149
Number of items found on the shelf not checked in = 1

Summer Reading Program – Bianca and Jessica will visit all the elementary schools and middle schools to promote the program this week as well as help with 4th grade Field Day that Friday. We'll start sign-ups on May 22nd and the program will run from May 29th until July 8th. In previous years, we have tried making a longer running schedule but have observed a lack of participation as the additional weeks progressed – hence it's a six week program.

We have been tickled to receive prize and monetary support for this year's Summer Reading Program from the following:

Aquarium of Boise	Idaho Fish & Game
Children's Museum	McDonald's
D&B Supply	Mountain Home Officer's Spouses Club
Fast Lane Indoor Car Racing	Pioneer Federal Credit Union
Friends of the Mountain Home Public Library	Roaring Springs
Idaho Botanical Gardens	Wahooz
	Zoo Boise

Grants

Summer Intern Grant Update – I am finalizing the job description and will post the position through our website, social media and the city page on Friday, May 5th. Interviews will take place two weeks following the posting and we hope to have this internship start after Memorial Day.

ALA Grant Update – Received an email from them regarding our application for the Libraries Transforming Communities (LTC): Accessible Small and Rural Communities grant. They will email an official announcement later in May at which point I will relay the outcome.

Facilities and Capital Improvement Grant Update – Legislation approved funding Commission funding for the next fiscal year. Currently working on the Facilities and Capital Improvement grant however the commission said that I could not utilize it towards the landscape improvements but potentially able to apply for an integrated stereo system for the Commons. The due date is June 12th with an additional virtual meeting to answer any questions before submitting the application and I'm also waiting for an estimate for the purchase and installation of the speaker system.

Unity Workforce Grant – Received an email about a potential grant that could be an additional benefit towards our recent VR Coding Program. This grant could supply a training class specifically for adults to become for comfortable with this kind of technology. I did note

when totaling the amount of grant funds we've both applied for and received that we would not be able to receive any more grant monies this fiscal year. I talked to Paula and asked if I could still apply for this grant considering they wouldn't distribute award monies until late September. She did confirm that I could apply and wait to use the funds until the next fiscal year.

Adjourn –

With no further business to come before the Board, Trustee Mattern moved the meeting be adjourned at 5:55p.m. Seconded by Trustee Mercado. Motion carried.

Shasta Hochstrasser,
Library Director & Clerk of the Board

Samantha Venable-Harjo
Library Board Chair