

Regular Meeting - **DRAFT**

June 6th, 2024

Library Board of Trustees

Mountain Home Public Library

790 North 10th East – Mountain Home, ID

Chairperson: Currently Vacant

Vice Chair: Daniel Mercado

Secretary/Treas: Christina Mattern

Clerk for the Board: Shasta Hochstrasser

Board Members Present: Vice Chair Daniel Mercado
Secretary/Treasurer Christina Mattern – in @
5:05pm
Trustee Laurel Waters
Trustee Priscilla Sisson
Trustee Carlotta McCarthy

Excused: None

Others Present: Shasta Hochstrasser – Library Director
Scott Harjo – City Councilman Library Liaison
Geoff Schroeder – City of Mountain Home Attorney

Roll Call – Library Vice Chair Mercado called the meeting to order at 5:02 p.m. and a quorum was established.

Vice Chair Mercado pulled the Executive Session from the meeting due to time constraints.

Public Input – **None.**

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

A. Approval of Minutes – May 2nd, 2024

B. Approval of Bills – April & May 2024

Vice Chair Mercado said he previously had a question that was answered by Director Hochstrasser before the meeting via email.

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

Trustee Waters seconded.

The following vote was recorded.

Vice Chair Mercado	AYE
Secretary/Treasurer Mattern	AYE
Trustee Sisson	AYE
Trustee Waters	AYE
Trustee McCarthy	AYE

Motion carried.

Policy Review –

A. **Discussion/Possible Action Item:** Approve updated Collection Development Policy Section 5, Numbers 5.01, 5.01a, 5.01b (pages 1-4);

Request for Reconsideration of Materials Policy Section 5, Number 5.02 (pages 1-7);

Request for Reconsideration of Materials Form Policy Section 5, Number 5.02a (pages 1-8)

City Attorney Geoff Schroeder took some time to address the Library Board concerning HB 710 and pointed out what has transpired since it was approved this past legislative session. Attorney Schroeder explained that the library does not have items in the collection that fit all that must be met concerning the definition of harmful to minors in I.C. 18-1514(6) as amended. The burden for showing the material meets the definition is upon the person making the request. The library need not preemptively try to demonstrate that materials do not meet the definition.

(7) Each school and public library shall have a policy and readily accessible form allowing a person to request review of material the person considers to be harmful to minors. Such form shall contain the definition of "harmful to minors," as provided in section 18-1514, Idaho Code.

Because the definition of "harmful to minors" includes reference to prevailing standards in the adult community and contemporary community standards, it is within the library board's authority to restrict requests for review of its materials to members of the library's community.

Once a request is received from a patron/resident of the library's jurisdiction (The City of Mountain Home) and the request facially makes a case that the material (1) meets the definition and (2) has been made available to minors, the library has 60 days to either deny the request or certify that the material is either removed altogether or is placed in an area not accessible to minors.

With the need to make some editing updates to the drafted policy, Vice Chair Mercado motioned to table this item until the policy has been updated and approved by the city attorney before the board can approve it. Director Hochstrasser reminded the Board that the policy needs to be approved before July 1st. A special meeting was scheduled for June 20th at 5pm to give time for editing and finalizing the updated policy.

Old Business –

A. Discussion Item: New Library Board Member Update

Carlotta McCarthy was approved by the City Council and will be completing the remainder of Jake Aplin's term.

B. Discussion Item: Annual Budget Review Update

Director Hochstrasser updated the board on having presented the library budget to the City Council during the budget hearings and appreciated Council Liaison Harjo for speaking on our behalf regarding the needs of the facility and the budget restraints. The budget has not been approved and there are future city budget meetings to come.

New Business –

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

B. Action Item: 2024/2025 Nominations and Election of Replacement Chairperson, Vice-Chairperson and Secretary/Treasurer

Vice Chair suggested we wait until January to vote in a new chair.

The action item was tabled until January.

C. Action Item: Summer Internship Grant coverage

Director Hochstrasser explained that the grant in the amount of \$1,500.00 has been allocated to the intern recipient in previous years with the payroll taxes being paid through the library's fringe budget. She asked if the board would again approve this action for the intern to benefit from the entire grant.

Trustee Waters made a motion to approve the library fringe cover the cost of payroll and the entire grant amount be allotted to the summer intern recipient.

Secretary/Treasurer Mattern seconded.

The following vote was recorded.

Vice Chair Mercado	AYE
Secretary/Treasurer Mattern	AYE
Trustee Sisson	AYE
Trustee Waters	AYE
Trustee McCarthy	AYE

Motion carried.

Director Report –

Old Business

Lynx Library Consortium – The Lynx Library Consortium Directors had their meeting to discuss HB 710 and what each library will be guided to do by their city attorneys. We are now working on posting a job announcement to hire an administrator for the consortium within the next few months that will report to all library directors for approval of contracts, billing, technology advancements, etc. We discussed the work done to create a bank account for the Consortium, insurance approval with ICRMP and having previously approved Meridian Library District as the employer library for the Lynx administrator, their board needed to approve the Consortium Administrator job description drafted collaboratively by Consortium Directors.

Passport Training Update – I have been delayed in connecting the website with the reservation system however the webpage with all the graphics to help simplify the process is complete. <https://mhlibrary.org/passport-services/>

Observing how the summer has fared so far, I expect to see a delay until mid-July when the Summer Reading Program finishes.

New Business

May Stats –

of Teen/Adult Circ.: 237/1,622
of Youth Circ.: 2,540
of items cataloged: 27
of computer sessions: 782
of RA: 4,722
of items checked IN: 3,337
of items checked OUT: 4,725
of eBooks checked out: 633
of eAudios checked out: 997
of patron visits (door count): 8,402
of notarizations: 17
of proctored tests: 6
of new/ renewed cards: 227

Staff training: ML: 3, MB: 2, MF: 3,
JM: 0, BG: 1, AR: 1, AS: 3, SH: 4
of ILL's requested BY US to bring in for our patrons: N/A
Total # of items owned: 42,450
Total # People Booked/Attended a Librarian: 0/0
YS Self-Checkout
Renewals/Checkouts: 2/293
Circ Self-Checkout
Renewals/Checkouts: 7/1,236
Number of items found on the shelf not checked in = 1

Summer Reading Program – In just the first three (3) days of registration, 326 youth/teens have come to sign up for the program. With the theme “We Scream for Books” our Youth Programming Coordinator has reached out to local businesses who provide ice cream and other yummy treats as weekly incentives. So far, we’ve received donations from the following –

**Aquarium of Boise
Bogus Basin
Children’s Museum of Idaho
Friends of the Mountain Home
Public Library
Idaho Botanical Gardens**

**Idaho State Parks & Recreation
McDonald’s
Roaring Springs
Scottish Rite Masons of Idaho
Taco Bell
Topgolf Boise**

****Update** – As of today, we have **560** individuals ages 0-18 registered into the Summer Reading Program and our first Family Night event is going on tonight from 4:30-5:30pm.

Grants –

ALA LTC: Accessible Small & Rural Communities Grant – The signs have been delivered and will progressively be installed in their respective sections soon. I've started completing the final report but want to provide pictures of the signs once they've been installed before submitting the report.

Summer STEM Grant – With Parks & Rec's Traveling Playground program, we are going to visit a highlighted park each week. However, to encourage patronage to the Traveling Playground, we will not announce specifically when we will be providing the STEM Activity and will entice by providing additional Summer Reading Program raffle tickets if they find us.

Summer Intern Grant – We've received 8 applications for this position and will be scheduling interviews in the first full week of June.

Summer Strategies Grant – STEM FORGED will start the Game Design class during the first full week of June and registration is totally full for the class.

That All May Read Grant – Still working on selecting large print titles, English/Spanish Braille label maker and Playaways in both English and Spanish.

Welcoming Libraries Grant – Finished selecting Spanish titles related to topics such as GED, Self-help/DIY, Citizenship, Resume/Interview and cookbooks. We've started to process and catalog items.

Vice Chair Mercado pulled the Executive Session from the meeting due to time constraints.

EXECUTIVE SESSION: Pursuant to Idaho Code Section 74-206(1)(b) – to consider the evaluation, dismissal, or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent.

Adjourn –

With no further business to come before the Board, the meeting was adjourned at 5:56 p.m.

Shasta Hochstrasser,

Daniel Mercado

Library Director & Clerk of the Board

Library Board Vice Chair

