



Board of Trustees Regular Session Wednesday, February 21, 2018

Present: Traci Black, Brent Gardner, Drew Pearson, Pepper Pehrson, Nick Skene

Excused: Bobbi Henry, Vicki Matsumori

Others: Kim Fong; Library Director, Traci Sutherland; Library Staff

1. **Call to Order:** President Black called the meeting to order at 6:30 p.m.
2. Approval of Minutes
2.1 January 2018
The minutes of the January 2018 meeting were approved as written on a motion made by Pepper Pehrson, seconded by Drew Pearson. Voting was unanimous in favor.
3. Public Comment
None
4. Financial Report
Currently, there is money that has been moved from the reserves into the Building account. These funds are for use, if needed, to repair the heating units. If the funds are not used, the money will go back into the reserves.
Director Fong noted that a large amount of money was recently spent in the Children's accounts. She told Board members that the staff member responsible for purchasing children's items had retired in October, so there is a new staff member over purchasing. There was also money moved into a children's programming account to pay for a 5 year film license. This license ensures that the Library can continue to show movies at our family movie events.
The financial reports were received and filed on a motion made by Drew Pearson, seconded by Brent Gardner. Voting was unanimous in favor.
5. Board Reports
President Black reported on the recent Friends of the Library meeting she had attended. There are new officers on the Friends Board. The president, Mildred Horton, has finished her term, and Debbie Baldridge will now serve as President. Former Board member, Lois Holt, will serve as the new Vice-President.
President Black told Board members that the Friends had decided to extend Friends membership benefits to all Library volunteers. The Library is also still looking for volunteers to help with the Kid's Café after school program.

6. Director's Report

Director Fong presented an update on the budget for the 2018-19 financial year. The Library's budget request was submitted to Mayor Camp for his review on February 13. After the review, Director Fong will meet with him to discuss the budget sometime in March. Director Fong reported that she has also updated the City Council on the budget request. The Mayor spoke of the services offered by the Library and the need for increased funding in his State of the City address in February. He also congratulated the Library on the Star Rating received from Library Journal.

Director Fong discussed some new programs offered by the Library or in discussion to be offered soon.

-Rosetta Stone: The Library is offering the Rosetta Stone language program online for no cost to patrons beginning March 1.

-Homebound Service: Homebound Patrons can have books selected by a staff member and mailed to them. Return postage is included with the books.

-Self-Directed Training: Staff members can now use 2 hours monthly during their shift for self-directed training on the topic of their choice (though it must be related to their job at the Library).

-Storytime Kits: The Library is going to offer storytime kits to daycare providers. Each kit will contain several books on a theme and links to Storytube videos, rhymes and songs.

-Curbside delivery service: Director Fong is currently talking to Boise Library about their curbside delivery service to see if it is a program that could be implemented here.

-Heritage Center: Staff members are considering having a book drop-off/pick up location at the Heritage Center.

7. Old Business

7.1 Budget Process

Previously discussed in conjunction with Director's Report.

8. New Business

8.1 AV Circulation Limits

Currently, patrons can check out a maximum of 10 AV items (DVDs, Books on CD, music CDs) per card. Director Fong proposed that the limit be increased to 20 items per card. Board members asked about the costs that may be associated with the increase.

Brent Gardner made a motion that the AV circulation limit be increased to 20 items per card, seconded by Pepper Pehrson. Voting was unanimous in favor.

9. Adjournment

President Black said she would accept a motion to adjourn. Pepper Pehrson made a motion to adjourn, seconded by Brent Gardner. Voting was unanimous in favor, and the meeting was adjourned at 7:25 p.m.

