

DEMARY MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING
DECEMBER 11, 2019

Kelly called the meeting to order at 4:32 PM. Moved to approve the agenda, motion passed. Board members present: Kelly Murdersbach, Kate Hicks, Teresa Espinoza, and Jolene Hunsaker. Ted Dilworth joined the meeting at 4:34 PM. Sharon Kimber from the Friends of the Library joined the meeting at 4:34. Patrons present: Carl and Anita Owen. The Owens excused themselves from the meeting at 5:07 PM, Sharon exited at 5:13 PM.

CONSENT AGENDA

Kate moved to approve the Consent Agenda, motion passed.

FINANCIAL REPORT

A check from the county was received in the amount of \$8,321.42. Computers were purchased for the circulation desk.

REMARKS FROM CITY LIAISON

The City Liaison was not present, however, Shambry noted that there will be a Beet Drop on Decemeber31, 2019 at 7 PM on the Square for New Year's Eve.

PUBLIC COMMENT

See new business for comments from patrons

FRIENDS OF THE LIBRARY

The Friends are waiting for their new contract for their building. They are hoping to sign it this Saturday.

COMMITTEE REPORT

None

LIBRARY DIRECTOR'S REPORT

Children's Programs are going very well. Overall library numbers are down due to the holidays.

UNFINISHED BUSINESS

1. There was discussion on a new board member because Kate Hicks has finished her appointment. There are no candidates at this time. The Board will continue to advertise and discuss this at the next board meeting.
2. There was a discussion on shirts for the employees. Kate moved to approve shirts for employees as discussed. Motion passed.

NEW BUSINESS

1. Carl and Anita Owens asked to be put on the agenda today because they have a concern about an experience they recently had at the library. Mr. Owens

- stated to the Board that he has been a 12-year patron of the library. He and his wife pay for a rural card. He received notification on 11/21/19 that he needed to call or renew his book online. When he called to renew his book the library staff stated that he needed to bring the book into the library per policy to recheck it out. He brought the book to the library and checked it in. Mrs. Owens then wanted to check the book out again. Shambry explained to them that it was a new book and she would not renew it to their household at this time. Mr. and Mrs. Owens felt like Mrs. Owens should have been able to check out the book. Mr. Owens was concerned about the service they received that day and asked that the Board review their policies. The Board agreed to review policies as well as have a discussion on this concern. This concern will be addressed further.
2. There was a discussion on the FY2019 Annual Statistical Report. It is noted that the library has 2,394 users at this time. \$23,895 was spent on the library collection. Ted motioned to approve the report, motion passed.
 3. Discussion was had on collection agency accounts. The Board and Director discussed dealing with fines in house without a collections agency. Kate moved to approve this. Motion passed.
 4. Discussion was had on auto renewal for items due. Kelly motioned to approve auto renewal for items due on the first renewal and not on books that have holds. Motion passed.
 5. Discussion was had on SMS notification module. Kate motioned to approve implementing SMS notification module. Motion passed.
 6. Kelly motioned to approve employee raises as per discussion. Motion passed.

EXECUTIVE SESSION

5:39 PM Kate motioned that the Board will move into Executive Session. Motion passed. The Board moved into Executive Session: Pursuant to Idaho Code 74-206: (1)(b) Evaluation, dismissal or disciplining of, or to hear complaints against employees. The Board came out of Executive Session at 5:54 PM.

Meeting adjourned at 5:55 PM. The next regular meeting will be held Wednesday, January 8, 2020 at 4:30PM.

Respectfully Submitted,

Kate Hicks
Secretary