

BOARD OF TRUSTEES OF THE JEROME PUBLIC LIBRARY
MEETING MINUTES
JULY 11, 2017

The Board of Trustees of the Jerome Public Library met in the library conference room for their monthly meeting on July 11, 2017. In attendance were Board Chair Bill Allred, Jamie Hyatt, Trevor Churchman, Ted Larsen and Director Linda Mecham.

The meeting was called to order by Bill Allred at 5:30 p.m.

The changes to the agenda included the following: 1) added Short-Takes trustee training to New Business, 2) Moved Unfinished Business and New Business to the top of the agenda.

Unfinished Business

- The bylaws were reviewed and approved with no corrections. We made note of the fact that we are to have an annual meeting in February. We will plan to have the annual report ready in December and ready to adopt in February. Similarly, we will begin the next year's strategic planning in December and have this ready for adoption in February. This will aid the director in the budget process.

New Business

- We viewed the second session of the Trustee Short-takes on the topic of effective board meetings.
- Board members were provided with the Materials Selection Policy for review. We will discuss this at the next meeting and approve any changes.

Ted Larsen made a motion to approve the June 13, 2017 meeting minutes as written. Motion was seconded by Trevor Churchman. Motion passed unanimously.

Financial Report – .Seventy-five percent of our fiscal year has elapsed, and we have received 64.2% of our projected revenue. The second installment of property taxes should show up on the next revenue report. Our expenditures have an average of 68.3%. There was an adjustment of \$426.67 made on line item 04-00-00-4169 for miscellaneous expenses. This line item is for our credit card expenses. We were being charged for the full amount rather than for our own credit card fees.

June 2017 bills were approved by all board members present by signature.

Director's Report:

- Statistics for the month of June were presented. Our circulation was nearly 2,000 greater than both last month and for June of 2016. This is due primarily to juvenile and children's book circulation. There is a direct correlation between circulation and program attendance. Program attendance for children is 1,382 as compared to last year's attendance of 903. We have no teen programs this year due to lack of participation.
- Our summer reading program was a huge success as far as attendance goes. We have averaged about 150 children per program for the elementary kids, about 35 for the preschoolers and about 20 for the Spanish hour. We will continue the Spanish program throughout the summer.

- Per the Board's directive, the library staff has chosen one of the three mission statements presented. The new mission statement will be posted on the wall above the student computers and will read:

Jerome Public Library strives to enrich lives, inspire ideas, promote lifelong learning and celebrate our community.

The regularly scheduled meeting in August will land on the first day of the fair. We have decided to move the meeting to Monday, August 7, 2017 at 5:30 p.m.

The meeting was adjourned by Bill Allred at 6:35 p.m.