

BOARD OF TRUSTEES OF THE JEROME PUBLIC LIBRARY  
MEETING MINUTES  
September 11, 2018

The Board of Trustees of the Jerome Public Library met in the library conference room for their monthly meeting on September 11, 2018. In attendance were Board Chair Bill Allred, Vice Chair Linda Burton, Trevor Churchman, Lydia Cosio, Jamie Hyatt and Director Linda Mecham.

The meeting was called to order by Bill Allred at 5:32 p.m.

There were no changes to the agenda.

Linda Burton made a motion to approve the July minutes as written. Trevor Churchman seconded the motion. Motion passed unanimously.

Financial Report – We are 92% through fiscal year. We have received \$435,851.71 of our budget revenue. The overall expenses are at 86.9%. All expenditure line items are within the expected range with the exception of the building repair and maintenance. That number will increase next month, as we had to replace the hinges for the front entry door. The doors were dragging and were not fitting properly in the middle, which was not energy efficient. We won't be spending all of the money budgeted for videos. We had been adding donated videos, rather than purchasing. That will be changing next year.

August 2018 bills were approved by all board members present by signature.

Director's Report:

- Monthly summary was presented.
- Statistics for the months of August were presented. Circulation stats are lower than last year, again due primarily to Adult circulation. Mango languages show much better usage than we were seeing with Rosetta Stone. Program stats were lower. We did not do children's programs last month in order to prepare for the school year.
- Liberty Foster has accepted a position as the center administrator for the Wendell Head Start. We have started looking for a replacement. In the meantime, we will be reducing the number of programs we will be offering as other staff members take on the duties of public services and programs.
- We have begun to offer Adult programming at the Senior Citizen Center. Our first program was on online safety. We had about 20 people. We have second program planned about when to call 911. This will be in October. Jamie Hyatt suggested that we advertise through the Rec Center. The board offered additional ideas:
  - CPR Instruction and First Aid Training
  - Wills/Living Wills
  - Healthy Cooking class
  - Diabetic Nutritional info
  - Stroke training
- We will be doing some outreach at the Multicultural Event in the park.

Unfinished Business

- We began a discussion about a policy for mobile hotspots. We decided that is was a good idea to have a special meeting and to provide information that we could include in the policy. Board

members will send the Director the points they think are important. She will collate that information to help with the discussion. We will set a date for a policy workshop.

#### New Business

- Bill Allred suggested that we plan to have a workshop to create a strategic plan for the library. This will help with the process of purchasing and weeding library materials. It will help with the budgeting process to identify each year's focus.

Bill Allred adjourned the meeting at 6:45 p.m.

Department: Library

Date: September 2018

### Department Overview:

We have been tracking the visits to the site hosting our digital copy of the North Side News. So far, we have completed years 1908 to 1953. That site receive 1,176 views last month. Some of those views were from the Jerome County Historical Society museum as they answer reference questions from people who call or visit the museum.

Don Ritchey has returned to the library to offer a half hour of musical fun. Attendance is between 10-13 children and 4-7 adults.

Public story time resumed on September 7<sup>th</sup>. We are seeing some new faces this year along with our friends from last year. The morning story time is averaging about 15 children, while the afternoon session is seeing about 8 children.

We have had an opportunity to visit with some teens who are interested in having a STEAM program on Fridays. They gave us some great ideas for the next several months. Next month we will be making paper mâché masks just in time for Halloween.

9/10-14/18 Conducted annual review for staff

9/15/18 Set up a table at the Multicultural Celebration. Handed out more than 125 books to children and talked to parents about library services.

9/17/18 Met with Mrs. Munk, a teacher involved with Jefferson's Dual Immersion program. We discussed ways we could improve our summer Spanish hour for next year.

9/18/18 Attended the Community Schools meeting with Jerome School District personnel and community members. The schools have decided to have the YMCA come to the schools to provide afterschool programming for students. The library will have to see if there is a way to tie into that.

9/26/18 Conducted library tours for Horizon 3<sup>rd</sup> grade students. After the tour, many children took on a Lego building challenge.

9/27/2018 Conducted interviews for the Youth Program Specialist.

The cardboard challenge revealed some very creative individuals.



