

BOARD OF TRUSTEES OF THE JEROME PUBLIC LIBRARY  
MEETING MINUTES  
AUGUST 13<sup>TH</sup>, 2019

The Board of Trustees of the Jerome Public Library met in the library conference room for their monthly meeting on August 13, 2019. In attendance were Board Chair Bill Allred, Trevor Churchman, Lydia Cosio, Sarah Sandridge and Director Linda Mecham.

The meeting was called to order by Bill Allred at 5:33 p.m.

Approval of minutes – Sarah Sandridge made a motion to approve the July 9, 2019 minutes as written. Lydia Cosio seconded the motion. Motion carried.

Financial Report – We have received the second installment of tax revenue in the amount of 156,200.18. We have, therefore, received 94.7% of the anticipated funds for this line item. Overall we have received 93.4% of the revenue budgeted. Regarding expenditures, we have spent 71% of the amount budgeted. However, this month we will be paying the OCLC subscription for \$1,800, and the SirsiDynix automation bill for \$10,693.51. Additionally, we will see the amount for the budgeted purchase of the computers come out of the budget at the end of the quarter.

June 2019 bills were viewed by all board members present and acknowledged by signature. Sarah Sandridge made a motion to approve the July 2019 bills. Lydia Cosio seconded the motion. Motion carried.

#### Director's Report:

- Director reported that we want to take a picture of the Bug Mobile and our set up at the park next year. The teacher that comes to the park saw that the ALA posted pictures of unique book mobiles. She wanted to submit ours. 1537 items 47 families signed up. Our top family check outs were 80, 114, 135, 192. This is a good example of how we are getting books in the hands of children in this area that has no library services in the summer
- Our summer Spanish program showed that there was an average of 23 children per program. In the last program, the children got to make tortillas with a traditional tortilla press. We have been trying to offer fun, cultural activities along with the grammar and vocabulary. We want to support the Dual Immersion program at Jefferson without having it feel like school.
- Circulation statistics are higher than last year. We are seeing a huge circulation in DVDs and eAudiobooks. Adult book circulation is lower than last year.
- Connie Moncada started working as a circulation technician. She is bilingual and biliterate. We hope to have her begin some Spanish storytimes. Ineke Borang just started yesterday, also as a circulation technician.

#### Unfinished Business

- At the last meeting we talked about how to create a new board member orientation. I spoke to Kevin Tomlinson who is our regional representative through the Idaho Commission for Libraries. The board is interested in having him do a short presentation at the beginning of the next board meeting. After that, we can have him prepare for specific topics of interest.

#### New Business

- Board members were given a copy of the Jerome Public Library Bylaws at the July board meeting to review. We discussed some of the items in the bylaws. They would like to do a policy

review in a January meeting where that would be the only item on the agenda along with the bills and approval of the prior month's agenda. Then the policies changes could be approved at the February board meeting. We discussed the annual report that is mentioned in the bylaws. The board would like to see if a single report could be created that would work for the state, city and board, to save the director some time. The thought is also to create an info graphic that we can distribute, post or send to possible funding sources. The board suggested that the director make the recommended changes to the bylaws and mail that to the board members. The board would like to have some time to review the bylaws, and then we can go through the bylaws section by section at the next meeting.

Bill Allred adjourned the meeting at 6:27 p.m.