

LIZARD BUTTE LIBRARY DISTRICT  
MINUTES OF THE BOARD OF TRUSTEE MEETING  
Held May 2, 2019 Marsing, Idaho

Jamie Parkins called the meeting to order at 5:35 p.m. Board members present were Julia Burham, Maurian Rowley and Margaret Scott.

MINUTES of April 4<sup>th</sup> Board Mtg. were read and approved by unanimous consent.

LIBRARIAN'S REPORT was read and approved.

FINANCIAL REPORT was read and approved.

PAYMENT VOUCHER was read and approved to have all bills paid. Julia Burham and Margaret Scott signed checks.

Notice of Meeting Posted 4/25/19

Agenda Posted 4/30/19

Unfinished Business:

1.

New Business:

1. LIANE WADDINGTON – Requested to rent the community room again next year for her preschool. She already has 7 students signed up, the max she will have is 12. Julia made a motion to renew the lease for the Preschool with the same terms for September 2019-May 2020. Margaret seconded the motion and it passed with unanimous consent.

2. AUDIT – Jared Zwygart was here to present the audit findings. They did not find any problems, all controls are in place. The library spent \$5761.00 less than we brought in.

3. JULY MEETING – The July meeting will be held on July 11<sup>th</sup> due to the 4<sup>th</sup> being a holiday.

4. HOTSPOT POLICY UPDATE – Margaret made a motion to make the change on the Hotspot policy that if a patron is late twice in returning the device they are not allowed to check it out again. Maurina seconded the motion and it passed with unanimous consent.

The board also asked that Janna send a letter certified mail to the patron that has the lost hotspot. The letter will state the cost for replacing the device and the late fees. Then will state that the fees will be waived if the device is returned.

5. PURCHASE REQUESTS – None at this time.

Adjournment Time 6:10 pm

Respectfully Submitted

Janna Streibel

Secretary of the Board of Trustee