

**REGULAR MEETING OF THE BOARD OF TRUSTEES
NAMPA PUBLIC LIBRARY**

MEETING MINUTES

January 8, 2018

4:00 PM

ATTENDEES: Elizabeth Reisch, Peggy Shaver, Nick Smith, Rosie Reilly

OTHERS IN ATTENDANCE: Rick Hogaboam, Michelle Rosenberger, Beth Neunaber, Jeanette Quist, Claire Connley, Brittany Sullenger, Talley Gaskins, Mike Sloan, Ezequiel Luna

I. CALL TO ORDER

a. Agenda Review/Approval – action item

Amendment to agenda: fiscal year status report will not be given this time. It will be replaced with a 2018 improvements informational item.

Peggy moved to approve with change, Rosie seconded, all in favor.

II. MINUTES REVIEW/APPROVAL

a. December 11 meeting – action item

Rosie moved to approve, Nick seconded, discussion, show that four individuals were interviewed, not three, all in favor with the changes.

Nick moved to approve minutes, Peggy seconded, all in favor.

III. PUBLIC COMMENT

a. No public comment

IV. APPROVAL OF BILLS

a. December 2018 – action item

Rosie moved to approve, Peggy seconded, all in favor.

V. MONTHLY REVIEW

a. Special Communications – information item

i. Nothing to report

b. City Council Liaison Report – information item

i. Question: There's a student at BSU who is interested in attending this meeting. Is it open to the public? Yes, it is.

ii. Gentleman from North Nampa looking to start little library. Claire was supposed to meet with him today. Friends would love to help with the stocking of the little free library.

iii. Update on smoking topic. This is a state ordinance, not a local ordinance. We cannot modify at local level. Library may add this type of question to February Library survey.

c. Director's Report – information item

i. Positions available:

1. Youth Services part-time

2. Two Circulation

3. Two Page positions

- ii. Food for Fines – collected 1700 items that went to Nampa Care House.
- iii. City is doing strategic planning, working on the vision and mission for the city. Hoping to have new city strategic plan by this summer.
- iv. Thanks to Library Board for delivering pizza on Christmas Eve to Library staff.
- v. Completed Children’s picture book re-shelving project on Dec. 17.
- vi. Two staff injuries with flip-top tables in past 6 weeks. Had to do with lowering the table. New rules have been established. Two people need to be in the room when raising/lowering tables. A training has been put together for staff members. This will be a required training. No volunteers or patrons are permitted to open/close tables.
- vii. FY 2018 Accomplishments:
 1. Open five additional weekly hours to the public
 2. Completed Strategic Plan
 3. Restructured staff to allow for dedicated Technology Manager
 4. Established monthly newsletter for the public
 5. Re-shelved children’s picture books into categories
 6. Established a children’s educational computer lab
 7. Reorganized Borrower Services desk to be more functional for staff and improve customer experience
 8. Enhanced online calendar and room booking system
 9. Established 3D printing for patrons
 10. Increased young adult (20s and 30s) programming
 11. Reworked social media and website presence (continuing)
- viii. Digital Photo Scanner – now able to be used in the library by patrons

d. Fiscal Year Stats Report – information item

- i. Physical Circulation down 5% but digital circulation up 41%.

e. Committee Reports – information items

- i. Downtown – nothing to report
- ii. NDC – nothing to report
- iii. Foundation – will be meeting Thursday, Jan. 10
- iv. Friends – Friends Board has decided to give Foundation \$6k to help with fireplace

f. Next meeting: February 12, 2019

VI. OLD BUSINESS

- a. Art Committee Board Members – action item
 - i. Establishing an art committee. A Board Member is to be on the Art Committee. Rosie volunteered to be on the Art Committee.
Elizabeth moved to approve, Peggy seconded, all in favor.

VII. NEW BUSINESS

- a. Urban Renewal District addresses – information item
 - i. Gentleman lives in Urban Renewal District that is outside of Nampa city limits. Would like to receive a library card since he pays urban renewal fees that go toward the library. Claire will respond to Robyn Sellers about

this issue. It may be put on the next agenda as an action item if the Board needs to vote on anything.

- b. Kuna Library joining LYNX Consortium – information item
 - i. Growing quickly, would like to be an open access library within Lynx! Consortium. Would like to be part of Courier service. May be \$5-\$9k more per year because of Courier service. This will begin within the next few months.
- c. Consortium libraries going fine-free – information item
 - i. Eagle fine free as of Oct. 1. Meridian and Hailey fine free as of Jan. 1. Boise considering it. Caldwell looking into it. Ada is not looking into it. Fines are about \$44k of Nampa Library budget annually. There is a Circulation meeting and Director’s meeting next week and this issue will be discussed with the other libraries.
 - ii. Non-resident fees from Kuna will be removed. This line item will be going away from the budget.
- d. Annual State Report – action item

Peggy moved to approve, Rosie seconded, all in favor.

VIII. ADJOURNMENT: Nick moved to approve, Rosie seconded, all in favor.

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