



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

MEETING MINUTES

August 13, 2019

4:00 PM

ATTENDEES: Peggy Shaver, Elizabeth Reisch, Nick Smith, Rosie Reilly, Jeanette Quist, Beth Neunaber, Claire Connley, Brittany Sullenger, Ezequiel Luna, Michelle Rosenberger, Mike Sloan, Rick Hogaboam, Sara Cobb

I. CALL TO ORDER

- a. Agenda Review/Approval – action item

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

II. MINUTES REVIEW/APPROVAL

- a. June 11 meeting – action item

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

- b. June 18 special meeting – action item

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

III. PUBLIC COMMENT

-Nampa Residents Wishing to Speak on an Agenda
or Non-Agenda Item (3 Minute Limit)

IV. APPROVAL OF BILLS

- a. June 2019 – action item

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

- b. July 2019 – action item

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

V. MONTHLY REVIEW

- a. Special Communications – information item

- i. Sara Cobb – National Network of Libraries of Medicine Bethesda Symposium

1. Sara will be focusing on the *Be Well Nampa* grant. Attended NNLM Consumer Health Seminar. Was able to see National Institutes of Health campus. Met with other library workers from around the country. Toured National Library of Medicine. Wrote an article that was published in “The Dragonfly,” a publication for the Pacific Northwest Region.

2. Fit and Fall Proof is from 10:15-11am, Tuesdays and Thursdays.

- b. City Council Liaison Report – information item

- i. Went through budget workshop. Library budget was passed.

- ii. Authorized 9 new officers in new budget year. Addition to Clerk’s Office.

- c. Director’s Report – information item

- i. Personnel: Laura Abbott starting on Monday, YS Supervisor. Worked previously at the library for 9 years. Then went to Meridian Library. Coming back to Nampa Library.

- ii. 2 Clerk and 2 Page positions are filled. Waiting to hear when they can start.

- iii. David Johnson retired.

- iv. NNLM Grant – Meeting with several partners tomorrow morning. Have already met with Terry Reilly who will be providing community health care worker for 24 hours per week. This person will be doing referrals, blood pressure checks, etc. Her name is Mackenzie Curtis. We will also have counselors and dieticians here throughout the week. We are doing a lot of programming through St. Luke's. They will be bringing giant colon, providing cooking and nutrition classes, iron chef competitions, etc. Family Medicine Residency of Idaho and Southwest District Health will hopefully be at the meeting tomorrow. We are hoping for Saint Al's to attend as well. We will have some computers on third floor dedicated to health information. Brochures and information will be available. This will be terrific for the community. It is up to us and our partners to get the word out. \$92k is for September 1-April 30. Then we will reapply. Information will be bilingual.
- v. No Smoking Signs – They will get here soon and will be put up in the Plaza.
- vi. Kuna Library joining the LYNX! Consortium. Polaris down August 23-27. It will affect the library. Patrons will need to have their library card with them in order to check out items. Holds will not be able to be placed by patrons. Catalog will not be available. eBooks will not be available. This impacts all the libraries in the LYNX Consortium while they upload Kuna's catalog into the system. All items will be checked out at the Borrower Services desk.
- vii. 3D Printing for Fire Department – Fire Chief spoke with Mike regarding a project. Printed tracheas for paramedic trainings. Was quoted \$20-\$30 for one trachea. Mike printed Fire Department 30 tracheas, at \$1 per trachea.
- viii. Idaho Library Futures Camp: three staff members attended.
- ix. ILA Conference: Oct. 2-4. Trustees Day is the Friday of the Conference. The Library will pay for the conference if any Board Members want to attend. Peggy, Rosie, Nick will attend Friday
- x. Mayor and Chief of Staff, Clay Long, are revamping Boards and Commission policies. When a Board appointment is ending and that person would like to stay on for another term, there is a new process. Resumes and other necessary details go to Library Board, then to Mayor's Office for approval.
- xi. Reviewed June and July Stats.
 - 1. We have 25% of budget left over until end of fiscal year.
- d. Committee Reports – information items
 - i. Downtown: nothing to report
 - ii. NDC: Heard about smoking and staff parking issues.
 - iii. Foundation: Debra Holm is new Foundation President. She is helping Library Foundation focus and create Mission and Vision Statements.
 - iv. Friends: Had August summer clearance sale last Saturday. All books were put out in the Multipurpose Room. Made \$176. Tomorrow, Aug. 14, is the general meeting at 11am. Meeting in September they will be having a "Welcome Back" for Laura Abbott at their general meeting.
- e. Next meeting: September 10, 2019

VI. OLD BUSINESS

VII. NEW BUSINESS

- a. Policies
 - i. Checkout Policy approval – action item
Nick moved to approve, Liz seconded, all in favor.
- b. Kuna joining consortium – information item

- i. Discussed above.
- c. Evaluation Schedule – action item
 - i. Will keep manager questions from last year. Nick will change the wording of the questions to make them more applicable to this year, while not changing the purpose of the questions.
 - ii. Process improvements: give managers questions in advance, set interviews up earlier in the day, get managers cell numbers so they don't have to sit out in the lounge waiting until their time.
 - iii. **Date of Interview: Tuesday, September 10 at 2pm.**
 - iv. Questions to Managers by September 4.

VIII. ADJOURNMENT

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

Individuals, who require language interpretation or special assistance to accommodate physical, vision, hearing impairments, please contact the Library at 208-468-5806 or connleyc@nampalibrary.org. Requests should be made at least five (5) days prior to the meeting to allow time to arrange accommodations.