

Bonneville County Library District

Minutes of the Bonneville County Library District Board of Trustees Meeting April 12, 2023

Called to order at 11:05 am by Board Chair Debra Haacke.

Present: Debra Haacke, Karen Harris, Rebecca Blackson, Jennifer Crofts, Library Director Michelle Tolman, and District Clerk Myra Judkins. Jenni Cragun joined by phone. There were no attendees of the public.

The posted agenda did not include an action item to discuss the clerk services contract, but information was received from the BCLD lawyer and ICRMP on Tuesday, April 11th, that necessitated a decision by the board. A proposed amended agenda was posted on Tuesday night. Jen motioned that the board amend the agenda which was seconded by Karen and passed unanimously.

On motions duly made and seconded after due deliberation, the following resolutions passed:

RESOLVED, that the minutes from the previous meeting March 29th were approved. (Rebecca motioned; Karen seconded.)

RESOLVED, that the financial statements provided by Treasurer Michelle were accepted. (Karen motioned; Rebecca seconded.)

RESOLVED, that the hours report for clerk services be paid under the old agreement and that clerk services in the future be adjusted to a regular employment position with pay set and hours approved by the board. (Karen motioned; Jen seconded.)

RESOLVED, that the Swan Valley contract be signed after adjustment of the section recommended by the district's legal counsel, Stephanie Bonney. (Karen motioned; Rebecca seconded.)

RESOLVED, that the minutes from October 11th, 2022 were amended and cured. (Karen motioned; Jen seconded.)

RESOLVED, that the circulation policy be revised as proposed. (Karen motioned, Rebecca seconded.)

The board discussed the draft of a policy for evaluating the library director, looking at what statistical reports they would like to receive from the director, the role of the director as a supervisor, what professional development opportunities should be sought, and how to structure these desires into a cohesive policy. District Clerk, Myra, will be responsible for compiling and simplifying an evaluation policy for the meeting in May. Michelle was given the approval to hire a bookkeeper and additional employees as needed.

The BCLD by-laws were reviewed and changes were proposed. A copy with the changes will be created by Myra and sent to the board for consideration. Amendment of the by-laws will be scheduled at the meeting in May.

Candidate Jennifer L. Crofts, running uncontested at the election on May 16th, 2023, was declared trustee of zone 5 and presented with a certificate of election.

The enrollment form for ShareIdaho was signed by Debra. As this was a previously budgeted and approved expense, no vote was deemed necessary.

There was no public comment.

Many strategies for communicating with the public about what the library district offers were discussed with the director's report. The transportation of books to Swan Valley is being refined and prizes for the summer reading program will be offered at the branch. Plans for the summer reading program are well underway and include some fun activities as well as prizes for kids, teens, and adults.

There was no friends of the library report, as the group leadership is in the process of changing. They will be meeting at the library the evening of April 12th.

A regular meeting was scheduled for May 8th at 9:00 am. The meeting in June was changed to the 13th at 9:00 am. Since that will also be the annual meeting, the board will determine the schedule for the next year when they meet in June.

The next public meeting will be held May 8th, 2023 at 9:00 am at the Ammon Branch, 3015 S 25th E Ammon, ID 83406.

No executive session was held. The board discussed possible goals for the future of the library district and director in general terms. Definition of goals will be decided at the meeting in May.

The meeting was adjourned at 2:03 pm. (Debra motioned; Rebecca seconded.)