

# Bonneville County Library District

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Minutes of the Bonneville County Library District Board of Trustees Meeting February 8, 2024

Called to order at 9:05 am by Board Chair Debra Haacke

Present: Debra Haacke, Rebecca Blackson, Jenni Cragun, Jennifer Crofts, Library Director Michelle Tolman, and District Clerk Myra Judkins. Karen Harris joined by phone. Please see the attached sheet for members of the public in attendance.

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

RESOLVED, that the consent agenda was approved. The consent agenda included: the minutes from the previous meeting January 11<sup>th</sup>, the financial report for January, and the clerk hours reports for January. (Jen motioned; Jenni seconded.)

RESOLVED, that the Donations and Gifts policy be revised to clarify who makes certain determinations and when to send acknowledgements. (Jenni motioned, Rebecca seconded.)

RESOLVED, that the Records Retention policy was reviewed and no changes were deemed necessary. (Jen motioned, Jenni seconded.)

RESOLVED, that the Access to Public Records policy be revised with the suggested changes and links to applicable laws. (Jenni motioned, Karen seconded.)

RESOLVED, that the Staff Dress and Grooming policy was reviewed and no changes were deemed necessary. (Rebecca motioned, Jen seconded.)

RESOLVED, that the Public Internet & Computer Use policy be revised with the suggested removal. (Jenni motioned, Jen seconded.)

RESOLVED, that cards issued to library staff members and Bonneville County teachers & homeschoolers include cards for their household. (Rebecca motioned, Jenni seconded.)

The upcoming Director Evaluation was discussed. A committee was created with board members Debra Haacke and Rebecca Blackson to determine the questions for the staff surveys as outlined in the Director Evaluation policy. Myra Judkins will aid in creating the surveys once the questions are determined.

Jen left at 9:42.

Michelle reported that Story time has grown to need more space to spread out, that STEAM programs have been very fun with great plans for over the summer months, and that crochet and embroidery activities have been added. The library has continued to respond to patron requests and interests, and received great feedback about reading programs. The library has been helping with Kindergarten preparedness and is preparing to start the hatchling reading program for preschool and beginning readers where they can earn a little dragon stuffy. The Ucon city council meeting will be on March 13<sup>th</sup> at which a Ucon branch will likely be discussed and Debra will be able to attend.

The Friends of the Library report was given by LaVona Borg who reported that FABL is preparing for their Flashlight Egg Hunt on March 29th, and looking forward to involvement in

many other future events. Further discussion about the used book shop in the Ammon branch will be needed. The next FABL meeting is February 21st at 6:30 at the Ammon branch.

Public comment consisted of Kathy Kula expressing her opinion that the Stuffy Sleepover is a cute activity idea and Cheryl Papke expressing her excitement that the library cards for staff and teachers will include their household members.

Karen left at 10:57.

The next regular meeting will be held Wednesday, March 13<sup>th</sup>, 2024 at 12:00 pm at the Ammon Branch, 3015 S 25th E Ammon, ID 83406. The Director Evaluation Survey will be discussed.

The meeting was adjourned at 10:59 am by unanimous vote. (Jenni motioned, Rebecca seconded.)

Bonneville County Library District Trustee Meeting  
Thursday, February 8th, 2024

# Roll

	Name	Address
1.	Lavona Borg	FABL
2.	Kathy Kula	149 Stoner Run Ln, IF
3.	Cheyl Papke	7548 S. Cliffside Ln IF
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