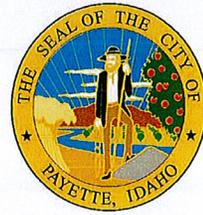


Payette Public Library
 24 South 10th Street
 Payette, ID 83661



PAYETTE PUBLIC LIBRARY BOARD MEETING MINUTES
February 11, 2016

Roll Call: Board members Anne Hanigan, Isabel Brito, Erica Bazil, Philippa Smith and Stephen Cook were present. Nancy Dale, City Council Liaison, Erin Haley, Library Director were present.
 City Staff: Mary Cordova, City Clerk and Jeff Williams, Mayor were present.

Stephen called the meeting to order at 5:02pm.

Erica moved to approve the January 14th, 2016 meeting minutes, Stephen seconded. All approved.

Stephen brought to the Board's attention the high power and gas bills, as well as the past due Century link bill. He also stated this is the first time the Library has actually received the Century link invoice.

A motion was made by Isabel and seconded by Anne to approve the bills in the amount of \$7120.32. All approved.

Library Director's Report

Highlights

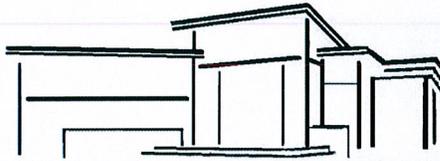
- 1/21-2/5: Erin on leave
- 1/28: Library closed for staff training

Programs

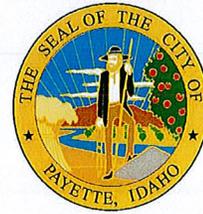
Event	Attendance
Storytime	240
Maker Space	32
LEGO Club	80
Kindergarten Storytime	127
Preschool Storytime	57
	Total: 536

Library Statistics

	January FY15/16	January FY14/15
Patron Count	3268	2995
Computer Sessions	818	890
Items Checked Out	6884	7165
New Items Added	221	195



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Monetary Intake	\$822.67	\$819.65
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Old Business

Erica made a motion to adopt the Payette Public Library Director’s Evaluation: Process, Timeline and Forms effective immediately. Stephen seconded the motion, all approved.

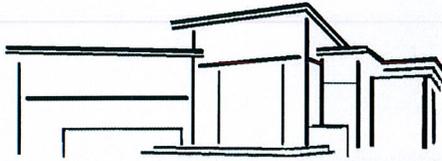
New Business

City Clerk, Mary Cordova was invited to the Library Board meeting to update and educate the trustees on the library bond and finances by Chairman Stephen Cook. Ms Cordova also provided the original brochure that was distributed to voters when the bond came before a vote. She stated that although the bond was presented at \$1,500,000 a lesser amount was collected in actuality. She also stated that the full amount was not paid to the construction company due to failure to meet set deadlines, so the remainder was put into the library’s unencumbered funds. Those same funds were utilized in making the first bond payment

Ms Cordova stated that the City of Payette utilizes zero based budgeting, opposed to traditional budgeting. The library unencumbered funds are low, with a balance of \$24,384. It was noted that \$28, 292 was utilized in last year’s budget, according to the document provided by Ms. Cordova titled “Combining Statement of Revenues, Expenditures, and Changes in Fund Balances – Nonmajor Governmental Funds Year Ended September 30, 2015.”

Library Director, Erin Haley wanted to draw attention to the ongoing library maintenance issues and the overall cost to maintain the problems as they arise. She wanted to formally request the consideration of a designated maintenance person, or city employee that she could refer to as issues occur and be potentially cost saving for the library. At this point it was pointed out by Mayor Williams that the city is also coming to the realization that there is a growing need for maintenance in all city buildings, and that they are aware of the issue.

Ms. Haley also brought before the board a petition to change the library’s operating hours. As she stated, the library currently offers 37 hours to the public. With the proposal, the library would be able to increase the hours to 41, with no additional cost to the library budget. This, according to her, would enable the staff to facilitate more programming, community outreach and provide stability in the workplace for staff as well. In doing so, the change would allow for the staff to be better stewards of the library’s resources and invest them where they are needed.



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Anne moved to accept the new library operation hours as:

Monday: 10am-5pm

Tuesday: 10am-7pm

Wednesday: 10am-7pm

Thursday: 10am-7pm

Friday: 10am-5pm

Erica seconded. All approved.

Book disposal was discussed, and the alternatives to book disposal outside of the annual city auction of surplus property. It was decided that the director be assigned to go before city council to see alternative means of disposal, at the library's discretion. Erin advised that it would be the mid-March city council meeting that she would do so, as she had committed to give a director's report at that session.

Public Comments

Adjourn

Stephen moved for the regular meeting to be adjourned at 7:28pm.