

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



PAYETTE PUBLIC LIBRARY BOARD MEETING MINUTES
June 9, 2016

Roll Call: Board members Philippa Smith, Laura Gross, Isabel Brito and Stephen Cook were present. Nancy Dale, City Council Liaison, Erin Haley, Library Director were present.
City Staff: Jeffery Williams, Mayor; Mary Cordova, City Clerk; Bobbie Black, Deputy Clerk and Craig Jensen, City Council Member.
Absent: Ron Warzyn

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

Approval of Agenda:

Stephen moved to accept the agenda, Isabel seconded. All approved.

Approval of Minutes:

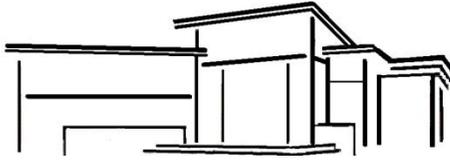
Stephen moved to approve the May 12, 2016 as amended and May 19, 2016 meeting minutes, Isabel seconded. All approved.

Approval of Bills:

A motion was made by Philippa and seconded by Stephen to approve the bills in the amount of \$4631.14. All approved.

Director's Report:

- 5/18-Notification of award of J.A. and Kathryn Albertson Foundation Grant, Summer of Code Idaho
- 5/20- VMLC Consortium Meeting, Cambridge Community Library
- 5/23-Conducted 1st Grade Field Trips simultaneously as Wendy handled the Kindergarten Field Trips
- 5/25-Hosted Treasure Valley Christian School 2nd Grade Field Trip
- 5/26-Hosted Westside Elementary 4th Grade Class Field Trip
- 5/26- Book sale donation total: \$290.50
- 5/31-Start of Summer Reading, handing out reading logs
- 6/1-STEM Science Camp "Terrarium," Senior Project Payette High School
- 6/1-6/7-Erin out of office
- 6/2-Magician Performance in Amphitheater
- 6/8-STEM Science Camp "SLIME"
- 6/9-Create Day, Summer Reading



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Programs: May 2016

| Event | Attendance |
|-----------------|--------------------|
| Storytime | 645 |
| Maker Space | 59 |
| LEGO Club | 66 |
| Outreach /Tours | 908 |
| | |
| | Total: 1678 |

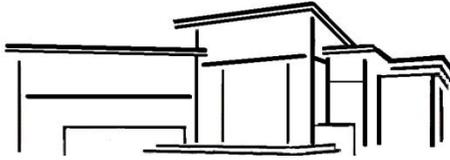
Library Statistics: May 2016

| | May FY15/16 | May FY14/15 | May FY13/14 |
|---------------------------------------|-------------|-------------|-------------|
| Patron Count | 4672 | 3810 | 3483 |
| Computer Sessions | 769 | 1106 | 1049 |
| Items Checked Out | 6423 | 5936 | 6143 |
| New Items Added (including donations) | 205 | 248 | 164 |
| Monetary Intake | \$1028.90 | \$1179.36 | \$1005.69 |

Stephen moved to accept the directors report, Philippa seconded. All approved.

Agenda Items:

- A. Bylaws:** Bylaws were agreed upon to be revisited after the institution of the City of Payette Purchasing Policy. It was brought to the library board’s attention that wording within conflicted with current Library Board of Trustee Bylaws in regards to emergency repairs and the authorization of funds. It was determined that it was not necessary to revisit the bylaws, since all policies and bylaws would be superseded by Idaho Library Law.
- B. Maintenance:** Mayor Williams reported that City Council took no action on the Library Board’s request for the ADA Door repairs. City Council cited that no bids were submitted, and if they were expected to pay for the expenses, three bids should have been submitted with the request. Chairman Cook stated that it then would have to come from the library’s budget, which was not something the library had budgeted for. It was requested that Director Haley follow up with researching ADA compliancy and following up with quotes to remove the electronic portion of the doors.
 Director Haley also gave a brief update on other maintenance items that she had been pursuing as well. The Payette Valley Gardener’s Club had been approached about the possibility of taking over the maintenance of the flower beds located at the front of the library. They however



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declined, citing “lack of volunteers and the plants in place are improper for the area and maintenance needed.” Director Haley stated that she did express her gratitude to the services that the group already does for the overall beautification of the exterior of the library. Laura stated that she might have an avenue through her Master Gardener’s course that she would be willing to explore, and get back in contact with Director Haley.

In other maintenance issues, Director Haley informed the board of significant leakage the library roof experienced on May 20th. The city recommended to get in contact with Jeff Debban, who promptly came on the scene and stopped the leaking. A follow up call to Mr. Debban was completed on May 25th, to request a scope of the problem that caused the leakage, repair the damaged ceiling tiles, as well as a recommended maintenance plan for the roof of the library. It was promised that he would do so by the end of the week.

Stephen motioned and seconded by Isabel that under provisions of Idaho Code 67-2345 (1) (b) this Board recess to an Executive Session and that a roll call vote be taken on the motion.

Yeas: Stephen, Philippa, Isabel and Laura. Motion carried.

The Board recessed to an Executive Session at 7:25 p.m. regarding personnel matters.

Mayor Williams, Clerk Cordova, Deputy Clerk Black, Councilmen Dale and Jensen were in attendance.

A motion was made by Stephen and seconded by Isabel that the meeting go into Regular Session. All approved. The Board reconvened into Regular Session at 8:23pm.

Stephen motioned to amend the agenda, to include the request for 5 special meetings to be determined by Deputy Clerk Black to address administrative issues over the next six months. Isabel seconded.

Deputy Clerk Black agreed to email the Library Director her availability.

Public Comments:

Adjourn:

Stephen moved for the regular meeting to be adjourned at 8:32pm.