

**PAYETTE CITY LIBRARY BOARD MEETING MINUTES**  
**Tuesday, March 12, 2013**

Roll Call: Erica Bazil, Stephen Cook, Anne Hanigan, John Held, and Colleen Bonnell.

Claire Ames was excused.

City Council Liaison Jeff Sands and City Clerk Mary Cordova were present.

John Held called the meeting to order at 5:35.

Erica Bazil moved and Anne Hanigan seconded to approve the February 12, 2013 minutes with amendments. All approved.

**LIBRARY DIRECTOR'S REPORT:**

- E-rate has been submitted for 2013-2014 year. It will pay for 80% of the four phone lines the library has in use. Two lines for phone service, a fax line and a dedicated line for the fire alarm.
- I attended SWIRL and VMLC Friday, March 8 in Star. The continuing education speaker was from ICRIMP and discussed human resource issues. This was a refresher course from trainings that I have attended at the City.
- SWILA conference will be held in Eagle Saturday, April 13 from 8:30-4:00. Sessions will be provided on a variety of library subjects. Cost is \$25 per person. John Held would like to see all three of the staff attend for learning and networking purposes.
- Shirley Biladeau from the ICFL presented a class on using Webjunction. This was open to libraries in Idaho. Mary George and Deleice Ward attended from the library. Alyce Kelley, from Emmett, and one other librarian attended the training. Webjunction is a continuing education tool provided by the ICFL. It offers online library and technology courses. The classes are for library volunteers, trustees, and staff.
- FOPPL will be offering 3 fun activities the last week in March for Spring Break. There will be games, family reading and a chalk art afternoon.

**OLD BUSINESS:**

**A. Trustee Training by ICFL Kevin Tomlinson**

Colleen Bonnell thanked Board and City for attending the training. John Held asked the Board members what they thought. Anne Hanigan and Erica Bazil felt it was time well spent. Erica Bazil felt Kevin was good at what he did, and it was good to review what as a Board they can do. Anne Hanigan felt Kevin was a valuable resource. Jeff Sands suggested using him as a contact when we work on our policies. "When we're in need of a new policy, we might check with him to see who has a good policy that we might implement ourselves rather than starting from scratch." John Held stated he had not heard any negative comments about the Payette Library Board.

**B. Discussion on 5-Year Plan**

Erica Bazil stated that John Held and she had met with two FOPPL members, Richell Kekelis and Amy Brown. They will begin by updating the numbers from the previous 5-year plan. Some of the

goals they discussed were: to acquire and implement a new automation system, other expansion goals (including what needs to be done, what are the cost of projects and what is feasible, setting a regular schedule for the Board to review policies and bylaws, preparing for digital media, and exploring ways to bring the school and library together.

Mary Cordova asked if the expansion goals were more than what we are already planning in the near future? Erica Bazil stated that they just wanted to finish what had already been planned in the initial expansion plans. Mary Cordova stated that we have this new big beautiful building that she would like to see us collaborate with the artistic section of the community and present art shows, theatre, etc. She is also excited to see that we are planning to collaborate with the schools as part of the 5-year plan.

The next committee meeting will be held March 29, 2013 at 3:45 at the library.

### **C. Consideration of New Automation System**

Colleen Bonnell contacted the Biblionix people about auto-calling feature but has not had any other discussion with the company. She will have more information at the next meeting.

## **NEW BUSINESS:**

### **A. Discussion on Reviewing Library Policies**

Anne Hanigan discussed comparing our policies with other libraries' policies and we could just fill and adapt the policy ton what we need. Anne also discussed tabling policies until after the 5-year plan is completed. Colleen Bonnell will check the policy book and bring any discrepancies to the next meeting.

## **Public Comments:**

Mary Cordova met with USDA. The City is putting the amphitheater, parking and the sun shades out to bid as soon as possible. The building will not start until after Apple Blossom. They will then have 90 days to complete the process. The lighting and the ADA doors will be bid separately.

Colleen Bonnell stated that the unmatched carpet has been replaced, the gas pipes have been changed to the correct size and the electrician is coming to fix the ballasts.

**Adjourn:** John Held moved to adjourn the meeting at 7:05. All approved.