

Agenda
Payette Public Library Board of Trustees
Tuesday, January 8, 2013
5:30 p.m.

Roll Call

Minutes December 11, 2012

Bills

Library Director's Report

OLD BUSINESS:

- A. Election of Trustee Board Positions
- B. Trustee Terms of Service
- C. Trustee Training by ICFL Kevin Tomlinson
- D. Discussion on 5 Year Plan
- E. Consideration of New Automation System

NEW BUSINESS:

- A. Statistical Report for ICFL
- B. Stephen Cook thoughts on Fruitland Library Closure

PUBLIC COMMENTS:

PAYETTE CITY LIBRARY BOARD MEETING MINUTES
Tuesday, December 11, 2012

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

City Council Liaison Jeff Sands and Mary Cordova were present.

Anne Hanigan called the meeting to order at 5:30.

Erica Bazil moved and Claire Ames seconded to approve the October 9, 2012 minutes. All approved.

Claire Ames reviewed the bills and stated that everything was in order. Claire Ames moved and Erica Bazil seconded to submit the bills to the City for payment. All approved.

LIBRARY DIRECTOR'S REPORT:

- The Library will be closed Christmas Eve and Christmas day.
- FOPPL made \$2,300 at the silent auction and over \$300 for the raffle.
- Story time and the Afterschool program are going strong. There have been 26 children attending the Afterschool program.

OLD BUSINESS:

A. Fee Changes for Public Hearing

The City Council approved the fee changes for the Library. Fines have increased to 25 cents per day and the meeting room fee of \$10 per event with a returnable \$50 cleaning deposit is now in effect.

B. Library Closure on Monday

The Library started closing on Mondays in November. The Board members asked if there had been many complaints. Colleen Bonnell stated that she has been telling people that it is due to budget constraints and that it will hopefully be short term, and that when things are better, the Library will reopen on Mondays. People seem to understand that it needs to be done.

NEW BUSINESS:

A. Open House on November 13, 2012

The Open House for the Library renovation was a success. Over 100 people attended the evening event and enjoyed the celebration. Colleen Bonnell thanked everyone for attending and helping to make the event so successful. The same evening, Family Reading night was held with children coming for story time. Children were encouraged to come in their pajamas to enjoy the theme of the program "Snuggle Up and Read".

B. Election of Trustee Board Positions

Elections are held in January so this will be tabled until the next meeting. Discussion was held on when terms for the Board members ended. The chart attached will have the current terms.

C. Trustee Training ICFL by Kevin Tomlinson

John Held suggested that we ask Kevin Tomlinson to offer a choice of days that he is available so we can coordinate so all of the Board members can attend the training. The training is a 3-4 hour training on what is expected of a Board member. Colleen Bonnell will continue to try and coordinate with other libraries in the area to see if their Board members would like to attend.

D. Discussion on 5 Year Plan

The 5 year plan for the Library ended in September 2012, so the Board of Trustees needs to start a new plan. Mary Cordova stated that the Board should engage the community. She suggested setting up a sub-committee that would have Board members, FOPPL members, City Council, and other people from the community to decide what should be considered for the 5 year plan. She suggested doing a survey asking what the community wants for the Library. Another suggestion was to put information on the water bills that go out to the public. Stephen Cook suggested having a survey for the young people in the community also.

Mary Cordova suggested having a contest to get ideas for a tag line and logo for the library. We have this new big beautiful building that we need to get new people to use. We need to be on social media, the newspaper, and out in the community. Erica Bazil and John Held volunteered to be on the committee. Jeff Sands stated that we need to make sure members want to be on the committee so it will run smoothly.

Plans are tabled until the next meeting.

E. Consideration of New Automation System (Biblionix)

Colleen Bonnell presented information on a new automation system for the Board to consider for the Library. The cost for the first year is \$4,455 and then \$2,970 will be the set price for the next three years. The price could increase after the three years. Some of the services this system offers will allow customers to access their records from home as well as having an automated overdue system. The Winnebago spectrum system that is presently be used by the Library is eight years old and is no longer supported by the manufacturer. It will not work with the newer Microsoft software so it has become outdated. It is time for a new system.

The Biblionix system will allow for a trial period, where the library can add their information and use the system. Colleen Bonnell will make arrangements to set up a trial with the company.

There is another system that Colleen Bonnell is checking on before any decisions can be made. She will notify the Library Board members of the cost of the other system.

F. E-Books and Training by ICFL

SWIRL consortia have been offered a discount for Overdrive E-books. At this time, Colleen Bonnell does not feel that the Library can afford to offer E-books. She suggested we wait until we are sure we can sustain the program. When the subscription is purchased, you pay for a certain amount of books, but if you do not continue the subscription you no longer have access to previously purchased books.

G. Meeting Room Fee Waived

John Held moved and Claire Ames seconded to amend the Agenda to consider waiving the fee for the meeting room for Ramon S. Hobdey-Sanchez from the Idaho Office of the Attorney General. All approved.

Mr. Hobdey-Sanchez sent an email requesting that the fee be waived for an open meeting on January 29, 2013 from 6-8 p.m. John Held moved and Claire Ames seconded to respond by saying that we would not waive the fee and they are welcome to use the room if they fit the parameters and pay the fee. All approved.

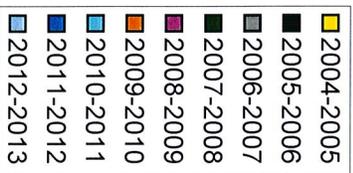
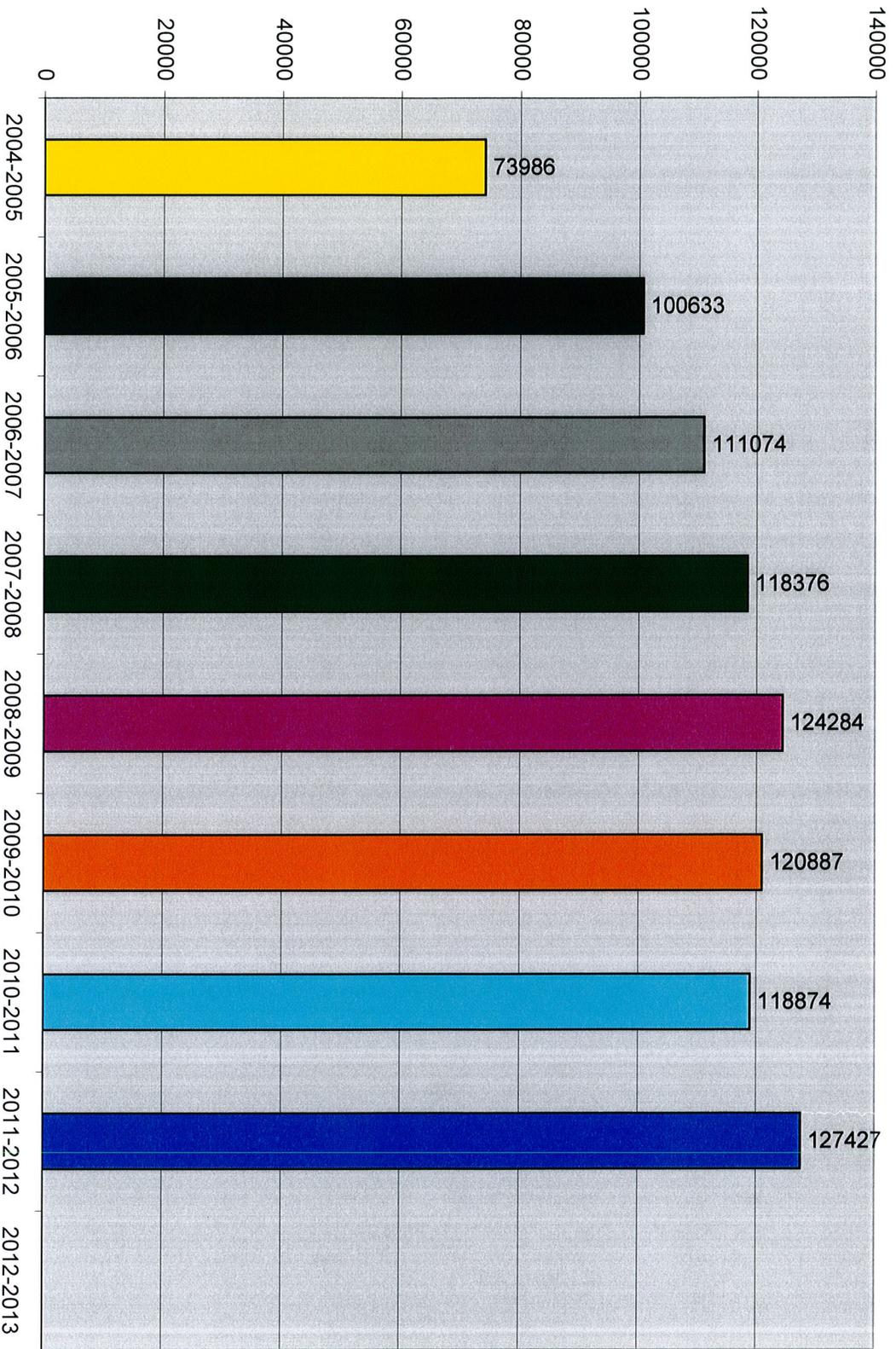
Public Comments:

Mary Cordova brought to the attention of the Library Board the amount of the utility bills for the library to date this year. The budget for the whole year is \$8,000 and last month Intermountain Gas was \$750. We need to consider adjusting the heat. Arrangements are being made to make sure that the staff is trained on how to use the lights in the library so they will not continue to be on all of the time. The Board felt this was a good idea.

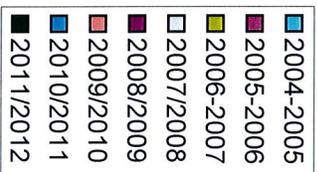
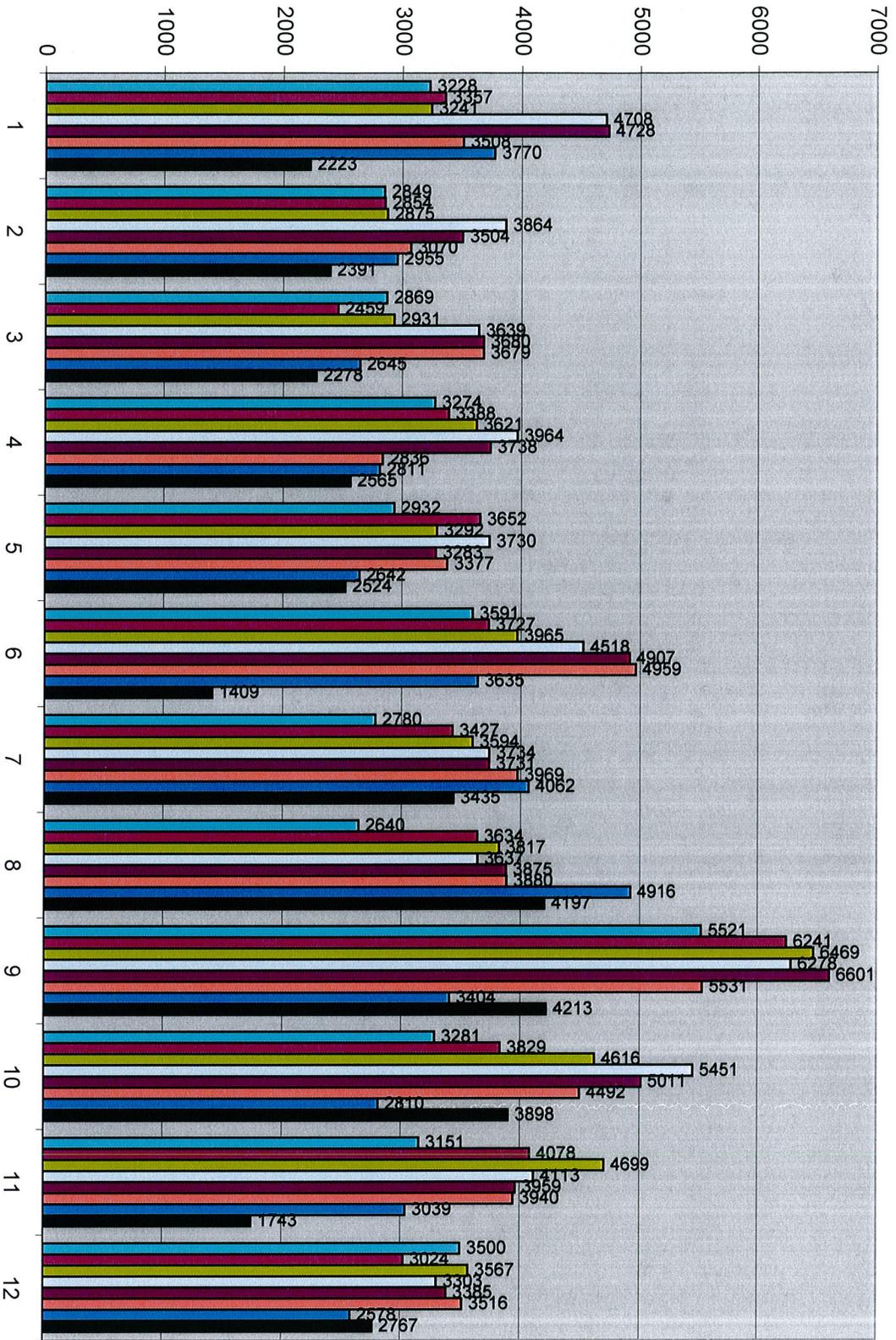
John Held moved to adjourn the meeting.

The meeting adjourned at 6:55.

Year End Circulation



Payette Public Library Patron Count



Payette Public Library Circulation

