

Minutes

Hansen Community Library Board of Trustees
June 7, 2021 – Annual Meeting

TRUSTEES PRESENT: Elva McNurlin, Louise Baily, Sarha Berry, Walt Freestone & Linda Mortensen.

STAFF: Cindy Bjorneberg

Chairman Elva McNurlin called the meeting to order at 7:01 p.m.

The agenda was initially approved by consensus but later Sarha moved to re-open the agenda to add changing the July meeting date to it. Walt seconded the motion, motion carried.

MINUTES: Louise moved to accept the minutes, Walt seconded the motion, motion carried.

TREASURER'S REPORT: Linda read the treasurer's report. Eileen moved to accept the treasurer's report as presented, Walt seconded the motion, motion carried.

OLD BUSINESS:

Public Records Request Policy – Cindy visited with Tim Stover, the Hansen City Attorney, at the May City Council meeting. He represents the Filer Library on an as-needed basis and is willing to do the same for the Hansen Library, as long as the issue does not present a conflict of interest with the City of Hansen. Eileen moved to accept the public records request policy with a few minor corrections to the request form, Louise seconded the motion, motion carried.

Adult Book Talks/Summer Reading – Six people attended the May 19 book talk to discuss both “West with the Night” by Beryl Markham and “Rebecca” by Daphne du Maurier. Helen/Kimberly will apply for LTAI for next year. Eighteen kids and 14 adults attended the first summer reading program (featured a K-9 officer) on June 2.

NEW BUSINESS

Election of Officers – Sarha moved to nominate the existing slate of officers, Louise seconded the motion, motion carried. Officers are: Chairman – Elva, Vice Chair – Walt, Secretary – Cindy and Treasurer – Linda Mortensen,

Budget – Cindy explained the property tax law changes made by the State. New forms/information has finally been released so Cindy can begin work on the FY 21-22 budget. The board will review the preliminary budget at the July meeting (set for Wednesday, July 7 due the Independence Day holiday). The budget hearing has been set for Monday, August 2 at 7 pm.

FY 21-22 Holiday Closures – The board reviewed the list of proposed holiday closures for FY 21-22 per the personnel policy. The Hansen FLD will close on these dates:

Friday, Dec. 24	Saturday, Dec. 25
Friday, Dec. 31	Saturday, Jan. 1
Monday, Feb. 21	Monday, May 30
Monday, July 4	Monday, Sept. 5

Social Media – The board reviewed a draft of a potential social media policy. Questions were asked about allowing comments on facebook and the wisdom have two administrators to social media accounts.

ARPA– Sarha recused herself from the discussion regarding ARPA grants. Cindy plans to ask for a tablet to run the donated die cut machine and also hot spots as the emphasis is to keep students learning and adults learning; plus keep employees safe. The Idaho Commission for Libraries is also making \$2,000 available per library to purchase materials through Overdrive. Cindy will apply for that funding also.

MVLS – The May meeting focused on programming ideas now that COVID is ending.

CORRESPONDENCE

A trustees connections virtual meeting has been set for Friday, June 18 from 1 to 3 p.m. focusing on the need for strategic planning. Elva plans to attend. Cindy will also register and email a post-meeting link to the board.

The meeting was adjourned at 8:35 p.m.

Attest:

Cindy Bjorneberg
Director

Elva McNurlin
Chairman

Pending Items:

- Finalize Best Management Grant – Cindy
- Write Emergency Preparedness Plan – Cindy
- Administer LTC grant – Cindy
- Financial information requested by Mike Burr – Cindy
- Contact Mike Sterling about fire proof safe – Cindy
- Write volunteer policy – Cindy
- Write treasurer job description – Cindy