

Minutes

Hansen Community Library Board of Trustees
Hansen Community Library, 120 Maple Ave W, Hansen, ID 83334

February 6, 2023 – 7 p.m.

TRUSTEES PRESENT: Walt Freestone, Eileen Turner, Louise Baily and Sarha Berry

STAFF: Cindy Bjorneberg

Vice Chair Walt Freestone called the meeting to order at 7:03 p.m.

Eileen moved to amend the agenda to include potential trespassing charges as item 3 under new business, Louise seconded the motion, motion carried. Louise moved to accept the amended agenda, Eileen seconded the motion, motion carried.

MINUTES: Eileen moved to accept the February 6, 2023 regular meeting and February 15 and February 24, 2023 special meeting minutes, Sarha seconded the motion. Motion carried.

TREASURER'S REPORT: Sarha served as treasurer. Cindy read the report. Sarha asked about check number 2039 that is out of order in the treasurer's report as presented. Cindy said it was written to Business Techs for the new copier (12/31/22 for \$3,159). Eileen moved to accept the treasurer's report as presented, Louise seconded the motion, motion carried.

OLD BUSINESS:

Kindergarten Readiness & ESSER Grants – Cindy reported that there are three weeks left of the Kindergarten Readiness Program and that the literacy kits are largely complete. The ESSER Grant for middle school readers needs to be rewritten as the original plan has fallen through. Cindy is considering doing an Adulting 101 program with a week focused on sewing repairs and perhaps another week on cooking or changing oil in a car. At the Summer Reading training put on by ICfL on Feb. 21, she learned that reading directions or recipes counts for reading for those older kids.

Adult Book Discussion -- Eleven attended the Feb. 22nd discussion of Pete Espil's book, "Basco: The Adventures of Jesse Echeverry". Unfortunately Pete was sick and unable to attend so Jim Sorenson led the discussion in his place. The next discussion is set "Mr. Dickens & His Carol" by Samantha Silva on March 15th.

Collection Development and Reconsideration Form, Interlibrary Loan and Gift policies – Walt asked that all policies include (HFLD) behind Hansen Free Library District on the first reference. Questions were asked about the 24-month period for reconsidering material – was that once per 24-months or not ever again if an item had been challenged within the last 24 months. The sentence will be rewritten to clarify that an item can be challenged once in a 24-month period. Eileen asked about an open meeting policy. Several additional edits were suggested.

Lending Guidelines – Trustees reviewed the proposed lending guidelines and suggested a few edits. Eileen moved to make the recommended revisions to the collection development policy and reconsideration form, the Interlibrary Loan Policy, the Gift Policy and the Lending Guidelines and to reconsider these policies at a special meeting on Friday, March 11, 2023 at 2:30 p.m. (before the ICfL trustee training at 3 p.m.). Louise seconded the motion, motion carried.

ICfL Trustee Training – Eileen will bring refreshments for the ICfL trustee training on Friday, March 11 at 3 p.m. There will be a special meeting at 2:30 p.m. to consider the policies mentioned above.

Heat Pump Update – Brizee is scheduled to install the new heat pump at 8:30 a.m. on Wednesday, March 8th.

NEW BUSINESS:

Internet Policy – Cindy presented the existing internet policy for review. It has not been reviewed since April 2019 but when she did the Library Statistical Report in December, there was a note in this section that said the policy must be reviewed every three years as required by law. Sarha asked when the law was enacted. Cindy was not sure. She asked if the board would like to review other internet policies before the April meeting. Eileen moved to accept the internet use policy as presented, Sarha seconded the motion, motion carried.

Office Chairs – Cindy got estimates from Harvey's OfficePlus for replacing the computer lab chairs that have cracked and are now shedding faux leather the most prolifically. The board discussed the merits of cloth versus bonded leather and arms versus no arms on the chairs. The estimates were for armless chairs. Either Walt or Cindy will stop by Harvey's to get an estimate for chairs with arms before the next meeting. Eileen moved to postpone a decision on chair replacement until after more information can be gathered, Louise seconded the motion, motion carried.

Potential Trespass Charges – Cindy explained that there was an altercation between a patron and a man who lives across the street who believes the patron cut him off on Highway 30. Because the man exited his vehicle and moved toward the patron while yelling obscenities, Cindy called 911 and a Kimberly-Hansen officer responded. As no weapon was displayed and the man did not touch the patron, no crime was committed. The officer explained that the Library could file trespass charges against the man since he had been on library property while accosting the patron. The officer has already requested additional patrols by the library. After a discussion, the board opted not to file trespass charges as the aggressor is not a library patron.

MVLS/ICfL– The last Director 101 was Thursday, March 2nd and covered risk management. ICRMP (Idaho Counties Risk Management Program) personnel discussed strategies for reducing potential hazards ranging from clearing snow to cybersecurity.

DIRECTOR UPDATE: Seventeen kids and 10 adults participated in the annual Dr. Seuss Day on Saturday, March 4. The next Second Saturday STEAM day is March 11 and the theme is "Idaho Symbols". Two teen events are scheduled for Spring Break: March 22 is a Kindergarten Bash and March 24 will feature Tbe Escapuary doing Family games and puzzles.

Cindy participated in the ICRMP First Amendment Audit Training on February 8th. She plans to show the webinar to staff as a training event so staff is better prepared should a First Amendment auditor visit the Hansen Library.

Cindy participated in the ICfL Summer Reading Training in Twin Falls on Feb. 21. It focused less on the Collaborative Summer Reading Program theme and more on the research behind stopping summer slump for elementary and middle school readers. At that meeting, a decision was also made to hold MVLS meetings on a quarterly basis beginning Monday, April 19th at 10 a.m.

CORRESPONDENCE:

None

The meeting was adjourned at 9:09 p.m.

Attest:

Cindy Bjorneberg
Director

Elva McNurlin
Chairman

Pending Items:

- Attend ICfL Training on March 11 – Cindy and Board
- Administer Kindergarten Readiness Grant – Cindy
- Administer ARP – ESSER Summer Support Grant – Cindy
- Review Collection Development, Reconsideration Form, ILL and Gift Policies – Board
- Review Circulation Policy/Lending Guidelines – Board
- Additional computer lab chair bid – Walt and/or Cindy
- Kindergarten Bash (March 22) – Cindy
- Escape Room (March 24) – Cindy
- Summer Reading Program – Cindy
- Develop Inventory List – Cindy
- Write volunteer policy – Cindy and Board
- Draft an open meeting policy – Cindy and Board