

Minutes -- Regular Meeting
Hansen Community Library Board of Trustees
Hansen Community Library, 120 Maple Ave W, Hansen, ID 83334
November 6, 2023 – 7 p.m.

TRUSTEES PRESENT: Walt Freestone, Elva McNurlin, Sarha Berry, Sheryl VerWey and George Urie

STAFF: Cindy Bjerneberg

GUESTS: None

Chair Walt Freestone called the regular board meeting to order at 7:05 p.m.

Elva moved to approve the agenda as presented, Sarha seconded the motion, motion carried.

MINUTES: Typos were noted in the October 2023 minutes. Sarha moved to approve the October 2 regular board minutes and the October 23 special board minutes as corrected, Elva seconded the motion, motion carried.

TREASURER’S REPORT: Elva served as treasurer, Cindy gave the report. Sheryl moved to approved the treasurer’s report, George seconded the motion, motion carried.

OLD BUSINESS:

K Ready Grant – Cindy reported that we are still waiting to receive the K Ready grant funds from IcFL as the State has switched to a new accounting system and it has not gone smoothly. The first K Ready program was held this morning with 6 pre-K, 3 toddlers and 7 adults. We are focusing on letters this session, will do math and science after New Year’s. She has not yet heard from the Forever Idaho foundation regarding that grant application.

Family Reading Week – Elva is leading the art activities for the Family Reading Week celebration on Saturday, Nov. 11 from 10 to 11:30 a.m. Cindy will make cutout cookies for the kids to decorate. The theme this year is: “Art is All Around Us.”

NEW BUSINESS:

Keveren Grant – Cindy proposed applying to the Keveren Foundation to cover the library’s digital resources costs for this fiscal year. The Keveren foundation has given money to the Kimberly Library Foundation in the past. There is no application form, just submit a letter. Elva moved to apply to the Keveren Foundation for funds, Sheryl seconded the motion, motion carried.

2023-24 Budget & FY 2022-23 Year-End Report – Cindy presented the 2023-24 FY budget and FY 2022-23 year-end report for review.

Reports for State Controller’s Office – Cindy shared that the FY 21-22 budget and year-end report will be submitted to the State Controller’s Office.

ICCU accounts – Elva moved to transfer the Business Premium MM Savings Account (\$28,130.94 on Nov. 1) from ICCU to the LGIP, Sarha seconded the motion, motion carried. Cindy will also check with First Federal to see if there are other savings accounts that would earn more interest.

MVLS/ICfL– Cindy gave a quick update of the Idaho Library Association Conference held in Twin Falls Oct. 3-4; with most of the focus being on the anticipated library legislation. The next MVLS meeting is set for Nov. 13 in Twin Falls. Cindy plans to attend the ICfL Read to Me Rendezvous in Boise Nov. 14-15. She plans to apply for a \$2,000 summer reading grant from ICfL plus has applied for the PBS Storytime in a Box

DIRECTOR UPDATE: Cindy has been asked to represent the library at the Head Start Career Fair on Nov. 8 and will resume storytimes later this month. She met with Lori Bergsma, from Balanced Rock Insurance, on Oct. 11. Lori will verify that the library square footage on the ICRMP policy is accurate.

CORRESPONDENCE: Cindy shared that the final L-2 certification from Twin Falls County has been received and the State Controller's Office had sent a letter reminding the Library that financial reports must be filed by December 1.

The meeting was adjourned at 8:37 p.m.

Attest:

Cindy Bjorneberg
Director

Walt Freestone
Chairman

Pending Items:

- Administer Kindergarten Readiness Grant for 2024 – Cindy
- Develop Inventory List – Cindy
- Revisit Personnel Policy – Cindy & Trustees
- Collection Development Policy along with gift policy and ILL policy – Cindy & Trustees
- Begin Strategic/Long-range planning process – Cindy & trustees
- File financial reports with State Controller's Office – Cindy
- File Election information with Twin Falls County – Cindy
- Apply for Keveren Foundation grant – Cindy
- Apply for Summer Reading Grant –Cindy
- Transfer ICCU money market account funds to LGIP – Cindy
- Check with First Federal about higher earning savings accounts -- Cindy