

**Minutes -- Regular Meeting**  
Hansen Community Library Board of Trustees  
Hansen Community Library, 120 Maple Ave W, Hansen, ID 83334  
**February 5, 2023 – 7 p.m.**

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

**STAFF:** Cindy Bjorneberg

**GUESTS:** None

Chair Walt Freestone called the regular board meeting to order at 7:02 p.m.

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

**MINUTES:** Sheryl moved to accept the January 3 regular meeting and January 5 policy workday minutes as presented, George seconded the motion, motion carried.

**TREASURER'S REPORT:** Sarha served as treasurer. Cindy read the report for both December and January as Quickbooks issues made printing the December report impossible. Sarha moved to accept the report as presented, George seconded the motion, motion carried.

The board also reviewed the budget versus actuals report for the first quarter of the fiscal year plus January.

**OLD BUSINESS:**

**Grants** – The second session of K Ready began Jan. 8 and will focus on math and science culminating in the second parent workshop on Feb. 12. There will be a break for President's Day and then one more short session in March. This is the K Ready Grant from the Idaho Commission for Libraries (ICfL).

Summer Reading -- "Adventure Begins at Your Library" is the 2024 summer reading theme. Cindy has met with the volunteer leaders to begin planning and has come up with a list of potential guest speakers. The US Forest Service is also promoting Smoky Bear's 80<sup>th</sup> anniversary with special reading tie-ins to go with the theme.

**Policy Review** – Trustees reviewed the revisions made to the Personnel Policy made in accordance with the recommendations from ICRMP (Idaho Counties Risk Management Program) and their HR representative. Cindy has sent the policy back to ICRMP for final approval.

LTAI – Eight people attended the first Let's Talk About It Session at the Kimberly Library on January 18. The next session is set for February 8<sup>th</sup> featuring "Sweet Promised Land" by Robert Laxalt.

**NEW BUSINESS:**

**Computers** – Cindy explained a situation regarding suspicious computer usage at the Hansen Library on Monday, Jan. 29. This individual has also been at least 7 other libraries in southern Idaho. Following the advice of our IT consultants, the computers the individual used have been shut off and disconnected from a power source. The IT consultants believe the staff computers are fine since the staff computers are running on a separate network. MVLS will hold a special meeting on the issue and how to protect library technology on Tuesday, Feb. 20 following the ICfL Summer Reading Workshop. Cindy hopes to have more information following that meeting.

**Splash Page**– As part of the technology discussions in the last week or so, Cindy asked Clay Ritter at the Idaho Commission for Libraries (ICfL) about the need to have patrons sign a paper copy of the internet use agreement versus having the form on a splash page that patrons would access before joining the library’s internet. Patrons who use the computers must sign the agreement, but those who use their own device do not sign the agreement. Having a splash page would allow all users whether they are using the library computer lab or not to acknowledge the form. Trustees also discussed whether patrons under 18 years of age should continue to have an adult approve their internet usage. Cindy will clarify the law’s requirements.

**February Work Day** – Trustees will meet on Friday, Feb. 23 at 10 a.m. to work on policies.

**MVLS/ICfL**– The first session of Director 102 was Feb. 1 and focused on hiring, personnel reviews and other HR topics. The first STEAM Saturday Storytime is set for February 10 from 10:30 to 11:30 a.m. and will involve looking at nature through microscopes and magnifying glasses as we seek to answer “I wonder why?”

**DIRECTOR UPDATE:** Cindy has contacted a lawyer who is willing to donate their time to set up a foundation dependent on a partner meeting later this month. Cindy also shared some picture books that are on banned or challenged lists in some parts of the country.

**CORRESPONDENCE:** none

The meeting was adjourned at 8:26 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

Apply for Keveren Foundation grant – Cindy

Administer Summer Reading Grant –Cindy

Transfer ICCU money market account funds to LGIP – Cindy

Transfer some of First Fed operating funds to LGIP – Cindy

Get 3 bids to replace the front door/Forever Idaho Grant -- Cindy