

MINUTES

EAST BONNER COUNTY LIBRARY BOARD OF TRUSTEES REGULAR MEETING SANDPOINT, IDAHO Monday, December 11, 2023

WELCOME/ROLL CALL

The meeting was called to order by Chairperson Amy Flint at 4:30 pm and was held in Community Room A of the Sandpoint Branch Library at 1407 Cedar Street in Sandpoint, Idaho. Other trustees present were Jeanine Asche, Susan Shea, Judy Meyers & Joan Terrell.

Also, present were Director Interim Vanessa Velez, staff members Mary-Claude Margairaz and Brendan Mooney.

Members of the public present: Audrey Gates.

PUBLIC COMMENTS AND ACKNOWLEDGEMENTS

Audrey Gates wonders if the public doesn't realize that they can request e-books on the Libby app. She would like to see more signage within the app and a notification when the book is available so that the person requesting the e-book is aware that it is now available.

CONSENT AGENDA

- **APPROVAL OF MINUTES**
regular meeting on 11/13/2023
- **REPORTS OF COMMITTEES AND DELEGATES**
 - Friends of the Library
 - Report of the Library Director Interim

APPROVAL OF CONSENT AGENDA

Jeanine Asche moved to accept the consent agenda which includes the approval of the minutes of the regular meeting held Monday, November 11, 2023, the communications and the reports of the committees and delegates of today's meeting. The motion passed with a unanimous voice vote.

REPORT OF THE LIBRARY DIRECTOR

Amy asked how the Valor Christian School knew about our surplus computers. Brendan said that he was contacted by the school.

Jeanine loved the mending book class that was offered. She is also very pleased that the old bookmobile is sold. She asked what a Raspberry Pi is. Brendan answered that it is a little computer that can be built on; it is great for kids to learn coding, programming, robotics, and mechanics.

Amy inquired about the lack of data on page 2 of the statistical report. Brendan found that there were issues with the firewall and created a temporary glitch. Amy also asked if the Clark Fork adult programs report is correct as it reflects no attendance. Vanessa will follow up and report at the next board meeting.

Joan loves that the bookmobile has expanded its stop locations. Was it requested by patrons? Vanessa confirmed; Michelle is trying more convenient locations too.

Jeanine is thanking all the employees for all they have been doing.

Joan commented on how catchy Joyce's enthusiasm is.

Jeanine Asche presented a motion to accept the Report of the Library Director as submitted. The motion passed unanimously.

TREASURER'S REPORT OF INCOME AND EXPENDITURES

Mary-Claude shared that three auditors were in on December 4th & 5th and that it went well. The auditors complimented how great the library is with all the programs that are offered and how beautiful it is. One recommendation that will be presented when the audit is completed is that the fixed assets threshold for capitalization be increased from 1K to 5K. They still recommend that purchases over 1K require a purchase order signed by the director.

Mary-Claude informed the board that \$1,000,000 was transferred from the Diversified Bond Fund on 11/30/2023 to the State Investment Pool to cover expenses until the January/February levy income comes in.

APPROVAL OF EXPENDITURES

Susan Shea made a motion to accept the Treasurer's Report of Income and Expenditures and to pay the expenditures. The motion passed unanimously.

UNFINISHED BUSINESS - none

NEW BUSINESS

1. Updated Committee List

Amy stated that names were added and removed from the various committees due to staff changes.

Jeanine Asche made a motion to accept the updated committee Lis. The motion passed unanimously.

2. Approval of bookmobile bid

Amy Flint made a motion to accept the bookmobile bid from the Libraries of Stevens County in the amount of \$7,000. The motion passed unanimously.

ADJOURNMENT

Susan Shea moved to adjourn the meeting at 5:00 pm.


The next scheduled meeting will be:

- Regular meeting of the Board of Trustees, 4:30 pm, Monday, January 8, 2024, Community Meeting Room A, Sandpoint Branch Library, 1407 Cedar Street, Sandpoint, Idaho.


Respectfully submitted,

Mary-Claude Margairaz
Bookkeeper

Date Approved 1/8/24



Vanessa Velez, Principal Librarian



Amy Flint, Board Chairperson

