

9/25/2018 Minutes
MINUTES OF THE REGULAR BOARD MEETING OF THE ZION-BENTON PUBLIC
LIBRARY DISTRICT
September 25th, 2018

President Beverly Mull called the meeting to order at 6:30 p.m.

ROLL CALL:

Present: W. Driver, J. Holmes, M. Martin, B. Mull, R. Kauth, A. Onan, L. Sandoval

Absent: None

Staff present: D. Abron, S. Torrez, S. Johnson, M. Jacobsen, N. Hyten, M. Brumbaugh, G. Miller

Visitors present: Clyde McLemore, and Kenneth Herdeman from Ehlers Investment

AGENDA: Presented. Amended section V, add letter D to approve minutes from the Executive Session Meeting from 8/28/2018. Motion to adopt with amendments: W. Driver. Second: J. Holmes. Roll Call: Aye: Driver, Holmes, Martin, Mull, Kauth, Onan, Sandoval. Nay: -0-. Abstain -0-. Motion Carried.

COMMENTS BY VISITORS: Mr. McLemore from the area's Black Lives Matter came to invite the library to get a table at the banquet occurring 11/4/2018.

MINUTES: The minutes of the August 28th, 2018 Budget and Appropriation meeting were presented. Ms. Kauth moved to approve the August minutes as presented. Second: Holmes. Roll Call: Aye: Driver, Holmes, Martin, Mull, Kauth, Onan, Sandoval. Nay: -0-. Abstain: -0-. Motion carried.

The minutes of the August 28th, 2018 regular meeting were presented. Ms. Kauth motioned to approve the minutes. Second: Ms. Holmes. Roll Call: Aye: Driver, Holmes, Martin, Mull, Kauth, Onan, Sandoval. Nay: -0-. Abstain: -0-. Motion carried.

The minutes from the September 18, 2018 Executive Session were presented. Mrs. Driver motioned to adopt the minutes as amended with the addition of the bookmobile. Second: Holmes, Roll Call: Aye: Driver, Holmes, Martin, Mull, Kauth, Onan, Sandoval. Nay: -0-. Abstain: -0-. Motion carried.

The minutes from the August 28th, 2018 Executive Session meeting were presented. Ms. Driver motioned to adopt the minutes of the August Executive Session meeting as presented. Second: Holmes. Roll Call: Aye: Driver, Holmes, Martin, Mull, Kauth, Onan, Sandoval. Nay: -0-. Abstain: -0-. Motion Carried.

TREASURER'S REPORT AND INVESTMENTS: The treasurer's report and investment report ending August 31st, 2018 were presented.

There were questions raised around a few of the checks and bills presented in the packet. Mr. Jacobsen clarified any questions that were asked. Ms. Mull inquired about ProData and what the plans going forward were going to be. Mr. Jacobsen explained that the library was coming up on one of the free payrolls, and that the library is currently still checking on other options very carefully

and thoroughly. Ms. Kauth stated that when the current contracts come up for renewal, she would like the library to explore options for cleaning and landscaping. Mr. Jacobsen said that when any contract is up, it is reviewed and compared to other options.

Ms. Martin motioned to approve the bills for August of 2018. Second: Holmes. Roll Call: Aye: Driver, Holmes, Martin, Mull, Kauth, Onan, Sandoval. Nay: -0-. Abstain: -0-. Motion Carried.

LIBRARY DIRECTOR'S REPORT: Mr. Jacobsen presented the statistical, narrative, and incident reports for August 2018.

Statistical: Ms. Kauth mentioned that she would like to see ZBPLD statistics presented with both CCS loans and ILL to better understand our reciprocal borrowing patterns.

The board reviewed the narrative and incident report. Ms. Mull asked about Learning Gym and how that was going. The board also mentioned that the Diversity Committee plans to meet in the near future.

Chapters 9 & 10 of Trustee Fact Files 3rd edition were discussed. Ms. Kauth brought up the wheelchair accessible portion of the circulation desk and how it is not being used as such. Ms. Kauth also asked about potentially having parking spots for those with special needs out front of the library on the street rather than just in the lot. Mrs. Driver mentioned that these spots out front could be tricky to get due to it being a city street rather than a private lot.

NEW BUSINESS:

The representative from Ehlers spoke with the board about the library's current investment policies and explained what each section did and why it did such. There was some discussion on what the library can do in terms of investing, how things are going with current investments, and what he recommends for the future.

Ms. Kauth motioned to keep the investment policy as amended for the next 3 years. Second: Ms. Driver. Roll Call: Aye: Driver, Holmes, Martin, Mull, Kauth, Onan, Sandoval. Nay: -0-. Abstain: -0-. Motion Carried.

The Surplus Materials Policy was brought to the attention of the board for review. The policy as presented to the board with changes would allow the director and authorized staff to make decisions regarding certain materials rather than needing to ask the board about each item. Ms. Holmes motioned to approve the policy as presented. Second: Ms. Onan. Roll Call: Aye: Driver, Holmes, Martin, Mull, Kauth, Onan, Sandoval. Nay: -0-. Abstain: -0-. Motion Carried.

Discussion was had regarding the Levy Ordinance. Mr. Jacobsen explained how the Levy worked and how it affects both patrons and the library.

Board Bylaws were also brought to the board's attention. Seeing how other library bylaws are written as well as what is contained to what detail is something Ms. Kauth would like to see done and compared with ZBPLD's bylaws.

The new youth shelving was presented to the board. Ms. Kauth mentioned that she would like the items on these shelves to be treated as the board books are in terms of circulation. Ms. Driver motioned to approve the purchase and installation of the new shelving for the youth department.

Second: Ms Onan. Roll Call: Aye: Driver, Holmes, Martin, Mull, Kauth, Onan, Sandoval. Nay: -0-. Abstain: -0-. Motion Carried.

Adjournment: At 8:04pm, Ms. Holmes motioned to adjourn the regular meeting of the Zion Benton Public Library Board and enter into Executive Session. Second: Roll Call: Aye: Driver, Holmes, Martin, Mull. Nay: -0-. Abstain: -0-. Motion Carried.

Signed:

Attest:

Recording Secretary: Stacy Johnson