

NOTICE OF MEETING
MARSHALL PUBLIC LIBRARY BOARD OF TRUSTEES
113 South Garfield
Pocatello, ID 83204
208-232-1263
www.marshallpl.org board@marshallpl.org

The regular meeting of the Board will be held in the Kid's Corner on **April 20th, 2017 at 4:15 p.m.**

The agenda for the meeting is as follows:

CONSENT AGENDA

The following business items may be approved by one motion and a vote. If any one member of the Board so desires, any matter listed can be moved to a separate agenda item.

- Minutes of the regular meeting March 16th, 2017
- Financial Reports

AGENDA

- Public Comments

ORDER OF BUSINESS

- Call to order
- Consent Agenda
- Director's Report
- Supervisor's Reports
- Agenda Items
- Adjournment

The Marshall Public Library is accessible to persons with disabilities... Program access accommodations may be provided with three (3) days' advance notice by contacting Dave Hunt at dhunt@pocatello.us; 208.234.6248 or 5815 South 5th Avenue, Pocatello, ID.

Posted April 14th, 2017

Library Director's Report

April 20, 2017

Eric Suess

- Myers Anderson has produced their planning document.
- The Friends of the Marshall Public Library spring book sale will be held April 20-22nd.
Our April meeting will be in the Children's Corner
- We have officially sold the bookmobile to the Fremont County District Library
- We continue to prepare for the City budgeting process.
- I will be attending a spokesperson training program in Boise in early May.
- I will continue on ALA's Committee on Organization for a second two-year term.

**MINUTES OF THE REGULAR MEETING OF THE MARSHALL PUBLIC
LIBRARY BOARD OF TRUSTEES
March 16th, 2017**

Sandy Shropshire called the meeting to order at 4:17 p.m. Present were Trustees Kathryn Way, Chuck Orr, Sharon Manning and Jay Bingham. Staff present included: Eric Suess, Director; Trina Bonman, Associate Director; Amy Campbell, Public Services Supervisor; Kathryn Poulter, Children's Services Supervisor. City Liaison Jim Johnston was also present.

CONSENT AGENDA

The minutes from the February 16th meeting were considered. Kathryn Way moved to approve them. Sharon Manning seconded.

DIRECTOR'S REPORT presented by Eric Suess

- Jen Hawkins has been hired as the new half-time Reference Assistant.
- I attended the Idaho Public Library Directors' Summit in Boise on March 2-3.
- Myers Anderson has taken into account staff comments on the preliminary planning document, and will have a final document in the near term.
- Staff and supervisors have attended meetings related to the mid-year performance evaluation process.
- Staff has participated in cyber-security awareness training.
- We will discuss three policies. Two internet-related policies are simply for re-affirmation. The third, a policy regarding meeting space will have some suggested changes.
- The Friends of the Marshall Public Library spring book sale will be held April 20-22nd.
- Trina, Kathann, and Amy went to training for grant-writing.

SUPERVISORS REPORTS:

Public Services report

- We are currently doing a trial of a Hobby and Craft database to see if it would be worth adding to our collection.
- April is National Poetry Month. We will be doing the poetry wall again this year.
- April 10th-15th is National Library Week. There will be many activities through the week including a Minnie Howard Presentation, a Human Library, a movie, special storytimes, and a couple of displays.
- In March we gave out 162 library cards, made contact with 11,110 patrons, and checked out a total of 20,285 items.

Technical Services report presented by Sheri Waite

- NA

Children's Services report presented by Kathryn Poulter

- On April 15th the Bookwagon will be going on its first trip of the season to the Environmental Fair.
- We participated in a Tech in the Library training. We will be looking for community partners for fun robot activities.

AGENDA

- Policy review
 - Internet Policies approved as written with minor formatting changes. Chuck Orr moved and Jay Bingham seconded.
 - Meeting Room Policy approved with the removal of the requirement to schedule two weeks in advance. The ability to grant exceptions was also written into the policy. Jay Bingham moved. Sharon Manning seconded.

Meeting was adjourned at 4:56 pm. Chuck Orr moved and Jay Bingham seconded.

Respectfully submitted,

Trina Bonman, Associate Director