

**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 Community Room on **June 15th, 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 May 18th, 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](mailto:dhunt@pocatello.us); 208.234.6248 or 5815 South 5<sup>th</sup> Avenue, Pocatello, ID.

**Posted June 9th, 2017**

## Library Director's Report

June 15, 2017

Eric Suess

- Idaho Power came to make a very specific inventory of the details of replacing the lighting with more efficient updates.
- We received over one hundred applications for the position vacated by Ramona. Bethany Skidmore, who has worked for us half-time was selected to fill the position. We were allowed to replace Bethany's open position from our pages, and interviewed them both. Leslie Leukhardt was moved from variable hour to half-time. We then advertised for the open part time position vacated by Leslie, and will be conducting those interviews shortly.
- The Summer Reading program has started up.
- I will be attending the OCLC Americas Regional Council Meeting (ARC17) on October 30-31 in Baltimore, where the focus will be on personalizing customer experiences, leveraging data, confirming professional values, and innovating continuously.

**MINUTES OF THE REGULAR MEETING OF THE MARSHALL PUBLIC  
LIBRARY BOARD OF TRUSTEES  
May 18th, 2017**

Sandy Shropshire called the meeting to order at 4:16 p.m. Present were Trustees Kathryn Way and Jay Bingham. Staff present included: Eric Seuss, Director; Trina Bonman, Associate Director; Amy Campbell, Public Services Supervisor; Kathryn Poulter, Children's Services Supervisor. Also present was City Council Representative Jim Johnston

**CONSENT AGENDA**

The minutes from the April 20th meeting were considered. Sharon Manning moved to approve them. Jay Bingham seconded.

**DIRECTOR'S REPORT presented by Eric Sues**

- Myers Anderson's Planning Document is attached
- The Friends of the Marshall Public Library have elected to support about \$30,000 in Library upgrades, including shelving and other fixtures.
- On May 4, I appeared at the Council budget discussion. With Library reserves, we will be replacing all light fixtures \*this\* fiscal year, at an Idaho Power estimated savings of \$11,400/year. With that savings, we will be able to install a new security camera system in FY2018, and have been given authority to do so. I also presented information on the preliminary planning document.
- We have been given permission to advertise for Ramona Hazlett's position. The one-week advertisement runs until Monday, May 22. We hope to interview and hire quickly.
- I will be attending the ALA Annual Conference in Chicago from June 22-27.
- We have added upgraded lighting in the atrium.

**SUPERVISORS REPORTS:**

**Public Services report**

- We went to the Pocatello Women's Correction Facility's Spring Fair to present information on resources available here at the library. A woman (also presenting) told us that she had gotten a job by looking at applying at the library.
- In April we gave out 204 library cards, made contact with 14,131 patrons, and checked out a total of 21,761 items.

**Technical Services report presented by Sheri Waite**

- NA

**Children's Services report presented by Kathryn Poulter**

- Summer Reading is all planned. There will be an activity everyday. The actual Summer Reading program is self-directed for children to read all summer.
- This program launches on Jun 5<sup>th</sup> with a party/event
- The Children's Department has almost finished going to every school to promote summer activities.
- The Bookwagon will start going to the parks again.

**AGENDA**

- None

Meeting was adjourned at 4:44 pm. Jay Bingham moved and Kathryn Way seconded.

Respectfully submitted,

Trina Bonman, Associate Director